

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
Special Meeting

January 22, 1958

The Civil Service Board met in special session at 5:30 P.M.

PRESENT: Commissioners Deise, Finks and Wright

ABSENT : None

Minutes of the previous meeting were approved as read.

NEW EXAMINATIONS SCHEDULED

Announcement Notices of the following examinations were approved:

- #521 License Collection Supervisor (Promotional)
- #522 Accountant I
- #523 Accountant II
- #524 Plant Operator II (Promotional)

AUTO MECHANIC ELIG. REG. #428  
1 Year Extension

Upon recommendation of the Secretary, Eligible Register No. 428 for Auto Mechanic was

extended for one year - to January 6, 1959.

SWEEPER OPERATOR ELIG. REG. #429  
1 Year Extension

Upon recommendation of the Secretary, Eligible Register No. 429 for Sweeper Operator was extended

for one year, to February 4, 1959.

SICK LEAVE REPORTS  
October and November 1957

Sick Leave Reports for the months of October and November 1957, showing number of days used on

sick leave and days on special leave, were read and ordered filed.

CHAIRMAN FOR 1958

Upon motion by Mr. Finks and seconded by Mr. Wright and unanimously adopted, Mr. Deise was

elected Chairman of the Civil Service Board for the year 1958, to take office at the next regular meeting.

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FINGERPRINT TECHNICIAN I EX. #519  
Eligible Register

Written Test scores of Finger-  
print Technician I Examination  
No. 519 held December 19, 1957,

were reviewed.

It was the order of the Board that the minimum qualify score be set at 400 of a possible 600; that the Personal Interviews be eliminated and the following Eligible Register established, to become effective December 30, 1957:

FINGERPRINT TECHNICIAN I ELIGIBLE REGISTER NO. 519

#1.	James F. Kane	94.14%
#2.	Richard A. Rose	86.94
#3.	Robert L. Peet	86.60
#4.	Sheldon E. Boland	84.24
#5.	James H. Conley	81.31
#6.	Harold T. Marshman	80.52
7.	Anthony M. Kouklis	75.03
8.	Russell C. Tucker	74.57
9.	Carl E. Rigglesworth	72.89

(# Indicates applicant received 10 points Veteran's Credit.)

APPRAISEMENT ASSESSOR EX. #520  
Eligible Register

Written Test scores of Appraise-  
ment Assessor Examination No.  
520 held December 18, 1957,

were reviewed.

It was the order of the Board that the minimum qualifying score be set at 100 of a possible 170; that the Personal Interviews be eliminated and the following Eligible Register established to become effective December 30, 1957:

APPRAISEMENT ASSESSOR ELIGIBLE REGISTER NO. 520

#1.	Robert R. Farmer	86.00%
#2.	Glen D. Meek	82.57

(# Indicates applicant received 10 points Veteran's Credit.)

FIRE CAPTAIN EX. #512 (Promotional)

The Secretary advised that  
the Written Test for Fire  
Captain Examination No. 512

was held January 17, 1958, with 119 candidates appearing, and that the period

for review and inspection of the key copy of the test was January 20 through January 24, 1958.

In order to compute the test results as soon as possible and in order to arrange for Personal Interviews, the Secretary was authorized to:

- (1) act on any item protest after consultation with Fire Department authorities
- (2) establish minimum qualifying raw score after consulting with the Fire Chief and Leroy Deise, Board Member
- (3) establish date and arrange for Personal Interviews

It was the order of the Board that the Qualifications Appraisal Board for this examination should consist of Harry Finks, Board Member, M. F. Faig, Assistant City Manager; and the State Fire Marshall or one of his Deputies.

REQUEST FOR SALARY ADJUSTMENT  
Sacramento Fire Fighters  
Local No. 522, I.A.F.F.

Robert Fisher, John Steely and  
Ken Severit, representing the  
Sacramento Fire Fighters Local

No. 522, I.A.F.F., appeared before the Board to discuss the request for an immediate salary adjustment as outlined in communication to the Board dated December 2, 1957, and presented at the meeting held December 18, 1957.

Representatives stated that their organization represented approximately 180 members of the Fire Department and outlined reasons why they felt that an immediate salary increase was justified. It was their recommendation that the method of preparing the annual survey be changed in some way in order to place salaries for Firemen on a proper corresponding level as of July 1 of each year, in place of the present method whereby salary recommendations are made on the basis of salaries paid in other agencies in March or April of each year, which does not reflect actions taken by other agencies for salary increases as of July 1, with the result that the comparative level of salaries for city employees is among the lowest of the agencies compared when salary rates are reviewed again immediately after July 1.

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It was the contention of the representatives that working conditions, hours of work and fringe benefits enjoyed by city employees were on an approximate level with those in other agencies; and that while the 2½ step increase recommended by the Board for 1957 was appreciated by the members of the department, that this increase had still not brought salaries for classes in the Fire Department to the proper level because of the fact that other agencies had also granted increases as of July 1, 1957. General discussion of methods of making proper salary comparisons for Firemen and other classes followed.

Motion was made by Mr. Finks that the Civil Service Board recommend to the City Council that an immediate salary adjustment as requested by the Fire Fighters' Local #522 be granted. There was no second to the motion.

Motion was made by Mr. Wright that the request of the Fire Fighters' Local #522 be taken under consideration and that the Secretary be instructed to make an immediate survey of salaries paid in other agencies. There was no second to the motion.

At this point the representatives of the Fire Fighters' Local #522 were excused, and motion was again made by Mr. Wright as above stated. The question of Mr. Deise seconding the motion was objected to by Mr. Finks, who left the meeting at this point. The Secretary was instructed to proceed with the salary survey in the usual manner.

REQUEST FOR SALARY SURVEY AND ADJUSTMENTS  
City Employees' Association

Arnold Gamble, W. O. Clifton  
and Jack Duke, representing  
the Sacramento City Employees'

Association, appeared before the Board to discuss the annual salary survey and the possibility of salary adjustments. Appreciation was expressed for the consideration given city employees in previous recommendations of the Board to the City Council.

It was the request of the representatives that the Board give consideration to correcting the problem of salary levels of city employees usually falling well below the averages of other agencies on July 1 of each year due to the mechanics involved in making the survey, with the suggestion that possibly a recommendation could be made to the Council to budget a sum of money to be used for adjustments within the budget year if it were found that such adjustments were justified.

It was also requested that in making the annual salary survey, that the classifications of Traffic Linesmen, Fingerprint Technicians and Police Patrolman (Detective) be given special attention, since it was the opinion of employees in these classes that their salary levels were particularly low. The representatives also stated that they wished to concur in the request of the Fire Fighters' Union #522 for an immediate salary adjustment.

Motion was made by Mr. Wright and seconded by Mr. Deise that the request of the City Employees' Association be taken under consideration, and that the Secretary in preparing the survey give special attention to the classes mentioned by the representatives. Motion carried.

REINSTATEMENT REQUEST  
Nick Negas, Clerk III

Communication from Nick Negas;  
former Clerk III in the Plumbing  
Inspection Division, dated

December 30, 1957, requesting reinstatement to his former position, was considered.

Mr. Negas resigned from city service August 22, 1957 to accept other employment. This request for reinstatement was approved by Mr. Thos. A. Deise, Fire Chief, and Mr. Wm. H. Baldwin, Chief Plumbing Inspector in whose departments Mr. Negas had previously worked.

After discussion, motion was made by Mr. Wright that the request for reinstatement be denied. Seconded by Mr. Deise and motion adopted.

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REINSTATEMENT REQUEST  
Walter Hartwig, Custodian I

Communication from Walter Hartwig,  
former Custodian I at the Memorial  
Auditorium dated January 15, 1958,

requesting reinstatement to his former position, was considered.

Mr. Hartwig resigned from city service on May 30, 1957 to accept other employment. Letter of recommendation from Richard F. Tully, former Manager of the Auditorium for whom Mr. Hartwig worked, was considered.

After discussion, motion was made by Mr. Wright that the request be denied. Seconded by Mr. Deise and motion adopted.

REINSTATEMENT REQUEST  
James D. McGee

Communication from James D.  
McGee, former Refuse Collector  
in the Waste Removal Department

dated January 3, 1958, requesting reinstatement to his former position, was considered.

Mr. McGee resigned from city service December 13, 1957 in order to obtain money in his retirement account to pay indebtedness.

Request for reinstatement was approved by J. E. Cronan, Superintendent of Waste Removal Division, who stated that Mr. McGee rendered very satisfactory service.

After discussion, Mr. Wright moved that the request for reinstatement be denied. Seconded by Mr. Deise and motion adopted.

REINSTATEMENT REQUEST  
Edwin Eastman

Communication from Edwin Eastman,  
former Watchman at the Corpor-  
ation Yard, dated December 23,

1957, requesting that his name be restored to the Eligible Register, was considered. Mr. Eastman was given a probationary appointment September 17, 1957, and resigned his position December 20, 1957.

Communication from E. J. Scollan, Superintendent of Maintenance Con-

struction, stating that Mr. Eastman was unreliable and that he would not consider him for reemployment under any circumstances, was read.

Mr. Wright moved that the request for reinstatement to the eligible list be denied. Seconded by Mr. Deise and motion adopted.

REINSTATEMENT REQUEST  
Wm. O. Wilson

Communication from Mr. Wm. O. Wilson,  
former Serviceman Helper in the  
Water Department, dated January 13,

1958, requesting reinstatement to his former position, was considered.

Mr. Wilson resigned from city service on January 14, 1955 because of it being necessary for him to leave town.

Request for reinstatement was approved by Mr. Ray Jones, Superintendent of the Water Division, who stated that Mr. Wilson's work as a Serviceman Helper was very satisfactory.

After discussion wherein it was pointed out that the one year period during which time reinstatement requests may be considered had elapsed, and that Mr. Wilson had resigned in order to leave the city, Mr. Wright moved that request for reinstatement be denied. Seconded by Mr. Deise and motion adopted.

REINSTATEMENT REQUEST  
Robert Bondi

Communication from Robert L. Bondi,  
former Junior Draftsman in the  
Traffic Engineering Division dated

December 27, 1957, requesting reinstatement to his former position, was considered.

Mr. Bondi resigned from city service on July 31, 1957 in order to enter private business.

Communication from D. F. Stevens, Traffic Engineer, stated that although Mr. Bondi's services could probably be rated as satisfactory, that he would be reluctant to reemploy him.

Mr. Wright moved that the request for reinstatement be denied. Seconded by Mr. Deise and motion carried.

WORK PERMITS FILED

The following work permits approved by department heads in accordance with Civil Service Board Policy,

were filed:

<u>Name</u>	<u>Class</u>	<u>Type Work</u>	<u>Approved by</u>
Ken Shafer	Account Clerk I	Casual Musician	G. C. McKinley
Fred Morales	Electrician Helper	Deliveryman	E. J. Scollan
Herbert Yeager	Airport Attendant	Miscellaneous Labor	Don Smith

DEPARTMENTAL REPORTS APPROVAL OF

After review and agreement, it was the order of the Board that the following Departmental Reports be

approved:

Temporary Appointments

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Alwood, Gloria	Dispatcher-Clerk	Police
Bordisso, Richard	Recreation Leader	Recreation
Bryant, Charlene	Recreation Leader	Recreation
Hoeger, Linda	Recreation Leader	Recreation
Hicks, Sandra	Library Page (P/T)	City Library
LaCornu, Sylvia	Seamstress (P/T)	Recreation
Smith, Sharon	Library Page (P/T)	City Library
Stevens, Loretta	Telephone Operator	City Hall
Thomas, Barbara	Recreation Leader (P/T)	Recreation
Williams, David	Recreation Leader (P/T)	Recreation

Exempt Appointment

Hyde, William	Supervising Engineer	Water
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Probationary Appointments

Brown, Nancy	Library Clerk	City Library
Ford, Henderson	Truck Driver	Street Cleaning
Crowley, Harold	Refuse Collector	Waste Removal
Harris, James	Laborer	Water
Malme, Arvid H.	Uniform Fireman	Fire
Minkley, Robert	Watchman	Corporation Yard
Shepherd, Irene	Library Clerk	City Library
V;ardi, Patricia	Clerk I	Police
Whalen, Janet	Clerk II	Corporation Yard

LIMITED TERM APPOINTMENTS

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Dionisio, Wm. P.	Street Const. Worker	St. Maintenance
Maciel, Bob	Laborer	St. Cleaning
Overstreet, Evelyn	Junior Clerk	City Treasury
Thurn, Richard	Street Const. Worker	St. Maintenance
Triano, Shirley	Clerk I	City Treasurer

Reinstatement

Jackson, Otis	Custodian I	Hall of Justice
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Military Duration Appointment

Brown, Walter - Military Duration Appointment 12/1/57 Refuse Collector @ \$300

There being no further business, the Board adjourned at 7 P.M. to meet again at the Call of the Chair.

*James McWilliam*  
Secretary

APPROVED:

*Leroy Deise*  
President

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
Regular Meeting  
February 19, 1958

The Civil Service Board met in regular session at 5:30 P.M.

PRESENT: Commissioners Deise, Finks and Wright

ABSENT: None

Minutes of the previous meeting were approved as read.

NEW EXAMINATIONS SCHEDULED

Announcement Notices of the following examinations were approved:

#525	Clerk I
#525	Clerk II
#527	Bookmender
#528	Clerk III (Men Only)
#529	Automotive Serviceman II
#530	Utility Serviceman (Promotional)
#531	Utilityman I (Promotional)

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POLICE SERGEANT ELIG. REG. #442  
One Year Extension

The Secretary advised that Eligible Register No. 442 for Police Sergeant will expire July 4, 1958

unless extended.

Since no appointments had been made from this Eligible Register, Mr. Wright moved that it be extended for one year to July 4, 1959. Seconded by Mr. Finks and unanimously carried.

RETIREMENT BOARD REPRESENTATIVE

Mr. Deise moved that Board Member Kenneth Wright be named to represent the Civil Service

Board on the City Employees' Retirement Board for the year 1958. Seconded by Mr. Finks and unanimously carried.

LICENSE COLLECTION SUPERVISOR EX. #521  
(Promotional)  
Eligible Register

Written test scores of License Collection Supervisor No. 521 (Promotional) held January 31,

1958, were reviewed.

It was the order of the Board that the minimum qualifying score be set at 420 of a possible 600; that the Personal Interviews be eliminated and the following Eligible Register established, to become effective February 13, 1958:

LICENSE COLLECTION SUPERVISOR ELIGIBLE REGISTER NO. 521  
(Promotional)

1.	Hubert F. Rogers	76.23%
2.	Roger K. Dickie	74.77
3.	George A. Glavas	73.90
4.	Walter K. Lobay	73.00
5.	Robert E. Carroll	70.37

ACCOUNTANT I Ex #522

Written test scores of Accountant I Examination No. 522 held February 14, 1958, were reviewed.

It was the order of the Board that the minimum qualifying score be set at 114 of a possible 175; that Personal Interviews be eliminated and the fol-

lowing Eligible Register established to become effective February 27, 1958:

ACCOUNTANT I ELIGIBLE REGISTER NO. 522

#1.	William W. Y. Fong	80.98%
2.	Eugene A. Glaesser	74.43
3.	Louis J. Lombard	70.49

(# Indicates applicant received 10 points Veteran's Credit.)

ACCOUNTANT II EX. #523  
Eligible Register

Written test scores of Accountant II Examination No. 523 held February 14, 1958, were reviewed.

It was the order of the Board that the minimum qualifying score be set at 157 of a possible 225; that Personal Interviews be eliminated and the following Eligible Register established to become effective February 27, 1958:

ACCOUNTANT II ELIGIBLE REGISTER NO. 523

#1.	Raymond A. Paular	88.67%
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(# Indicates applicant received 10 points Veteran's Credit.)

FIRE CAPTAIN EX. #512  
Items Protested

The Secretary advised that the following items in the Fire Captain (Promotional) Examination No. 512 were

protested by candidates during the key inspection period.

As per authorization at the meeting of January 22, 1958, the protested items were referred to authorities in the Fire Department and the following action taken, with answer sheets scored after items were changed or deleted:

#24:	No change in key.
#26:	Either Choice #2 or #3 correct.
#49:	No change in key.
#54:	No change in key.
#73:	No change in key.
#88:	Item deleted from test.
#121:	No change in key.
#122:	Item deleted from test.
#125:	No change in key.
#139:	No change in key.
#179:	Item deleted from test.
#183:	No change in key.
#184:	No change in key.

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FIRE CAPTAIN EX. #512 (Promotional)  
Eligible Register

Written Test scores, Personal Interview ratings, Service Ratings and Seniority Credits in the Fire Captain Examination No. 512 (Promotional), were reviewed. Minimum qualifying scores in the written test held January 17, 1958, were set at 193 of a possible 297 which qualified 19 candidates; Personal Interviews were held February 7, 1958 with Qualifications Appraisal Board consisting of M. F. Faig, Assistant City Manager and Glenn Vance, Fire Prevention Engineer in the State Fire Marshall's Office.

It was the order of the Board that item changes and deletions as outlined be approved; that the minimum qualifying raw score in the written test as set by the Secretary be approved and that the following Eligible Register be established to become effective February 20, 1958. It was further ordered that Fire Captain Eligible Register No. 387 be abolished as of the same date:

FIRE CAPTAIN ELIGIBLE REGISTER NO. 512 (Promotional)

1.	Harry A. Nielsen	88.46%
2.	Woodrow W. Glacken	88.20
3.	Manuel S. Petrali	87.99
4.	Louis A. Zehnder	87.35
5.	Harold H. Redgate	86.70
6.	Niron Brewer, Jr.	85.96
7.	Arch G. Cassady	85.96
8.	Robert K. Stubbs, Jr.	85.41
9.	George A. Keskeys	84.82
10.	Gordon C. Petersen	84.36
11.	Stanley Catlett	83.10
12.	Greg F. Winter	82.47
13.	Kenneth R. Powell	81.95
14.	Robert B. McGrath	80.99
15.	Robert A. Knuth	80.82
16.	Herbert W. Pettengell	80.31
17.	Harry W. Powell	80.05
18.	John J. Ban	79.96
19.	James F. Codr	79.80

PLANT OPERATOR II EX. #524 (Promotional)  
Eligible Register

Written Test scores of Plant Operator II Examination No. 524 (Promotional) held February 13,

1958, were reviewed.

It was the order of the Board that the minimum qualifying score be set at 420 of a possible 600; that the Personal Interviews be eliminated and the following Eligible Register established to become effective February 24, 1958:

PLANT OPERATOR II ELIGIBLE REGISTER NO. 524 (Promotional)

1.	Robert E. Jenkins	91.29%
2.	Carl L. Clemons	88.47
3.	Donald E. Hannaford	87.01
4.	Ralph P. Huckaby	85.92
5.	Roy Messner	84.95
6.	Edward A. Dunzweiler, Jr.	79.72
7.	Dante Giorgi	73.82
8.	Joseph Pane, Jr.	70.90

PLANT OPERATOR II EX. #524  
Request - Ronald McBride  
(Laborer)

Request of Ronald McBride, Laborer, in the Water Department dated January 31, 1958, requesting permission to be permitted to take Plant Operator II Examination on a promotional basis by reason of the provisions of Rule VII Section 5(d) of the Rules and Regulations, was considered.

After discussion, Mr. Deise moved that the request be denied. Seconded by Mr. Finks and unanimously carried.

POLICE PATROLMAN EX. #513  
Clifford Rickman

The Secretary advised that the candidate Clifford Rickman who was excused from the Mile Run and Physical Agility Test of the Police Patrolman Examination No. 513 on the date originally scheduled because of an injured leg, had completed these two parts of the test on January 20, 1958.

His final score of 84.68%, placing him No. 7A on the eligible list was approved by the Board.

REQUEST FOR HEARING  
Plumber's Union #447

Communication from Wm. M. Francis, Financial Secretary-Business Manager of Plumber's Local Union No. 447 dated February 13, 1958, requesting permission to appear before the Civil Service Board relative to salary matters pertaining to Servicemen and

Serviceman Helpers in the Water Department, was considered.

The Secretary was instructed to advise Mr. Francis that such hearing would be scheduled at the meeting to be held March 19, 1958.

REQUEST FOR SALARY CHANGE  
Drillmaster - Fire Dept.

Communication from Thomas A. Deise,  
Chief of the Fire Department,  
dated February 12, 1958, request-

ing the assignment of a higher salary range for the class of Drillmaster and outlining reasons for this request, was considered.

After discussion, the Secretary was instructed to include this class in the salary survey presently being prepared.

SICK LEAVE REPORT  
December 1957

Sick Leave Report for the month  
of December 1957, showing number  
of days used on sick leave and

number of days on special leave, was read and ordered filed.

CHARTER AMENDMENT  
Pay Allowance for  
Civil Service Board Members

Motion was made by Mr. Wright  
that a proposal be made to the  
Civil Service Committee of the

City Council to consider the feasibility of having a charter amendment placed on the ballot at the next earliest election to compensate the members of the Civil Service Board in an amount to be determined, for attendance at meetings.

Motion seconded by Mr. Deise and unanimously carried.

LETTER OF COMMENDATION  
Harry Finks

Upon mention of Mr. Wright and  
seconded by Mr. Deise, the fol-  
lowing resolution of commenda-

tion was adopted:

"WHEREAS, Mr. Harry Finks has been a member of the Civil Service Board of the City of Sacramento since September 30, 1954, and

WHEREAS, Mr. Harry Finks has served diligently, conscientiously and impartially in the work of establishing and administering Civil Service Rules and Policies for employees of the City of Sacramento,

NOW THEREFORE BE IT RESOLVED: That congratulations be extended to Mr. Harry Finks by Board Members Kenneth Wright and Leroy Deise on the occasion of his appointment, by the Governor of California, Mr. Goodwin Knight, to the State Personnel Board."

NAMES REMOVED FROM  
ELIGIBLE REGISTER

The following names were ordered removed from the various eligible lists for reasons outlined:

<u>Eligible List</u>	<u>Name</u>	<u>Reason</u>
Uniform Fireman #363	Gerald S. Wilkins	No reply to certif.
Uniform Fireman #363	Gene Putman	No reply to certif.
Uniform Fireman #363	Delmar Skaggs	No reply to certif.
Machinist Helper #453	Wendell Tarr	By request
Machinist Helper #453	Floyd Chinn	By request
Machinist Helper #453	Ceasar Parada	No reply to certif.
Machinist Helper #453	Harvey Brinson	No reply to certif.
Serviceman Helper # 455	Floyd Chinn	By request
Serviceman Helper # 455	Ed Behringer	By request
Serviceman Helper # 455	Earnest Bromell	By request
Serviceman Helper # 455	Harry Callahan	No reply to certif.
Serviceman Helper # 455	Wendell Tarr	No reply to certif.
Serviceman Helper # 455	Ola Gobell	No reply to certif.
Serviceman Helper # 455	J. L. Glass	By request
Watchman #480	Omer Donahue	Physical rejection
Garbageman #456	Willie Brown	By request
Garbageman #456	Norman Collins	No reply to certif.
Garbageman #456	Lucious Jackson	No reply to certif.
Garbageman #456	Henry Brock	No reply to certif.
Garbageman #456	Stevenson Brown	No reply to certif.
Garbageman #456	James Seymore	No reply to certif.
Watchman #490	Thomas Reshke	No reply to certif.
Watchman #490	Donald Sowles	No reply to certif.
Watchman #490	Joe Cuilla	No reply to certif.
Library Clerk #476	Zelma Jackson	No reply to certif.
Machinist #510	Rex Paquin	Lives outside city
Clerk I #505	Iena Cusenza	No reply to certif.
Clerk I #505	Celia T. Evans	No reply to certif.
Clerk I #505	Virginia Duffek	No reply to certif.
Clerk I #505	Peggy Wharton (Gorbett)	By request
Clerk I #505	Grace Fernandez	Not taken - 3 certif.
Clerk I #505	Cecilia Evans	No reply to certif.
Clerk I #505	Irene Shepherd	Not taken - 3 certif.
Library Clerk #503	Grace Fernandez	No reply to certif.
Library Clerk #503	Barbara Sanchez	No reply to certif.
Patrolman #447	Darrell Barnes	No reply to certif.
Gardener #441	O. L. Braswell	Not taken - 3 certif.
Clerk II #427	Helen Wong	Not interested
Clerk II #427	Anthony Fontes	By request
Clerk III #369	Donald A. Grennell	Moved out of city
Auto Serviceman #478	Arthur Tunak	No reply to certif.
Auto Serviceman #478	Irven Bettag	Not taken - 3 certif.

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<u>Eligible List</u>	<u>Name</u>	<u>Reason</u>
Parking Lot Attendant #475	Ralph Schenken	No reply to certif.
Parking Lot Attendant #475	Chester Brandt	No reply to certif.
Traffic Linesman #446	James R. Cline	No reply to certif.
Traffic Linesman #446	Leslie Ence	No reply to certif.
Truck Driver #462	Arthur L. Mann	No reply to certif.
Truck Driver #462	Benny Mitchell	No reply to certif.
Truck Driver #462	William McCabe	Certif. returned

WORK PERMITS FILED

The following work permits approved by department heads in accordance with Civil Service Board policy were

filed:

<u>Name</u>	<u>Class</u>	<u>Type of Work</u>	<u>Approved by:</u>
Guzman, Maurice	Laborer	Casual Music	R. Renfree
Leonard, R. W.	Tree Trimming Foreman	Tree Trimming	R. Renfree
Anderson, Joe	Tree Groundman	Tree Trimming	R. Renfree
McWilliam, Rodney	Asst. Personnel Officer	*Music Contractor	M. F. Faig

\*(While on vacation)

(All of above in conformity with Civil Service Policy, not to exceed 8 hours per week)

DEPARTMENTAL REPORTS APPROVAL OF

After review and agreement, it was the order of the Board that the following Departmental Reports be

approved:

Temporary Appointments

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Bailey, Wm. R.	Painter	Corporation Yard
Bradley, Samuel H. Jr.	Refuse Collector	Waste Removal
Butts, Barbara	Clerk I	Corporation Yard
Capello, Vincent	Recreation Leader (P/T)	Recreation
Crocker, Robert	Custodian I (R)	City Hall
Franzella, Castenzio	Custodian I (P/T)	Auditorium
Kahler, John	Recreation Leader (P/T)	Recreation
Larrabee, George	Crossing Guard (P/T)	Police
Martello, Frank	Custodian I (R)	City Hall
Murphy, Barbara	Recreation Leader (P/T)	Recreation
Orman, Beverly	Dance Leader (P/T)	Recreation
Stadler, Betty A.	Dance Leader (P/T)	Recreation
Uchida, Ellen	Library Page (P/T)	City Library
Williams, George	Refuse Collector	Waste Removal

Exempt Appointments

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Avena, Joseph	Planning Associate	City Planning
Dillon, West	Asst. City Treasurer	City Treasury
Faig, Walter G.	City Treasurer	City Treasury
Fredericks, P.	Chief Plant Operator	Water
Kent, Frank	Director-Manager	Crocker Art Gallery
Lassner, E. A.	Chief Plant Operator	Water
Mosier, Kimberly	Junior Engineer	Water

Probationary Appointments

Avena, Roger L.	Parking Lot Attendant	Parking Lots
Backarich, Nick	Laborer	Water
Baker, William G.	Patrolman	Police
Beals, Carroll	Clerk II	Police
Cassady, A. G.	Engineer	Fire
Engwicht, Gus	Gardener	Park
Farmer, Robert R.	Appraisement Assessor	Assessor
Jimenez, Robert	Laborer	Street Cleaning
Kane, James F.	Fingerprint Technician I	Police
Leonard, Robert	Groundman	Park - Trees
Lera, Vincent E.	Parking Lot Attendant	Parking Lots
Lower, L. E.	Captain	Fire
Morairty, T. P.	Captain	Fire
Murphy, John P.	Parking Lot Attendant	Parking Lots
O'Dell, Kenneth	Groundman	Park - Trees
Polson, Donald M.	Auto Painter	Corporation Yard
West, Charles E.	Automotive Serviceman II	Corporation Yard
Zehnder, L. A.	Engineer	Fire

Limited Term Appointments

Allen, Carnation	Clerk I	Controller
Cummings, Edward W.	Painter	Corporation Yard
Felix, A. J.	Plumber Foreman	Corporation Yard
Lovedahl, A.	Clerk I	Police
Lysaght, John	Electrician Helper	Corporation Yard
Manby, Lee Ann	Clerk II	Purchasing
Marino, Richard	Laborer	Street Cleaning
Quirk, Claudia	Clerk I	Civil Defense
Sayre, E. A. III	Street Const. Worker	Street Maintenance
Smith, Earl	Painter Foreman	Corporation Yard

Reinstatements

Burnes, James	Laborer	Street Cleaning
Felix, A. J.	Plumber	Corporation Yard
Gay, Eloi	Laborer	Park
Jones, Tommy	Laborer	Street Cleaning
Mena, D. F.	Laborer	Street Cleaning
Overstreet, Evelyn E.	Clerk I	City Treasury
Smalley, E.	Plant Operator II	Water
Smith, Earl	Painter	Corporation Yard
Swesey, Carroll	Engineering Aide	City Engineer

Leave of Absence

Haley, R. - Leave of Absence 12/17 to 12/18/58 Supt. Bur. of Records  
 Military Leave  
 Hicks, James V. - Leave of Absence 1/14 to 1/15 Chief of Police, Military  
 Leave

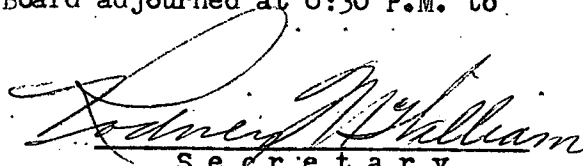
Return to Duty

Mulderrig, William M. - Returned to duty 1/13/58 Patrolman

Transfer

Strong, Catherine - Transfer 1/13/58 Clerk I from Recreation to Police Dept.  
 Traversi, Ann - Transfer 1/6/58 Clerk II from Police to Purchasing Dept.  
 Yee, Joe - Transfer 1/1/58 Supvr. Engineer from Water to Engineering Dept.

There being no further business, the Board adjourned at 6:30 P.M. to meet again at the Call of the Chair.

  
 Secretary

APPROVED:

  
 President

MINUTES OF CIVIL SERVICE BOARD  
 CITY OF SACRAMENTO  
 Regular Meeting

March 19, 1958

The Civil Service Board met in regular session at 5:30 P.M.

PRESENT: Commissioners Alexander, Deise and Wright

ABSENT: None

Minutes of the previous meeting were approved as read.

NEW BOARD MEMBER

James F. Alexander

Mr. James F. Alexander, appointed by the City Council March 13, 1958, to the Civil Service Board,

filling the unexpired term of Harry Finks, resigned, was seated.

NEW EXAMINATIONS SCHEDULED

Announcement Notices of the fol-

lowing examinations were approved:

#532 Bookkeeping Machine Operator  
 #533 Truck Driver

REQUEST FOR CHARTER AMENDMENT

Pay Allowance for  
Civil Service Members

Communication to the Civil Service  
Committee of the City Council  
requesting consideration of the

feasibility of placing a charter amendment on the ballot at the next earliest election, to provide compensation for members of the Civil Service Board on the basis of attendance at meetings, was read by the Secretary.

CLERK I EX. #525  
Eligible Register

Written test scores of Clerk I  
Examination No. 525 held March 5,  
1958, were reviewed.

It was the order of the Board that the minimum qualifying score be set at 45 of a possible 80; that Personal Interviews be eliminated, and the following Eligible Register established to become effective March 17, 1958:

CLERK I ELIGIBLE REGISTER NO. 525

1.	Barbara J. Butts	82.86%
2.	Margaret R. Byng	82.00
3.	Sol Rosenberg	82.00
#4.	Marlene E. Gaston	80.86
5.	Shirley D. Triano	80.29
6.	Virginia D. Duffek	79.43
7.	Nancy H. Brown	78.57
8.	Anna R. Lovdal	78.57
9.	Laura L. Holley	77.71
10.	Carol A. Coffield	76.86
11.	Barbara J. Wedge	76.00
12.	Carol A. Proske	75.14
13.	Brenda M. Marty	74.29
14.	Beverly L. Bray	72.57
15.	Fannie L. Simpson	71.71
16.	Sandra D. Wills	70.00
17.	Marietta P. Semas	70.00
18.	Carnation M. Allen	70.00
19.	Amparo Martin	70.00

(# Indicates applicant received 10 points Veteran's Credit.)

CLERK II EX. #526  
(Open and Promotional)  
Eligible Register

Written test scores of Clerk II  
Examination No. 526 (open and  
promotional) held March 5, 1958

were reviewed.

Minimum qualifying score in the Written Test was set at 50 of a possible

80; Personal Interviews were held March 13, 1958, with Qualifications Appraisal Board consisting of Earl Simons, Personnel Technician II and John Casali, Superintendent Street Proceedings and Real Estate; and the following Eligible Register established to become effective March 24, 1958:

CLERK II ELIGIBLE REGISTER NO. 526

Promotional List

1.	Mary R. Revering	81.58%
2.	Ruth J. Hribar	80.62
3.	Louise C. Van Vranken	80.42
4.	Sandra J. Hopson	80.20

Open List

#1.	Nick Negas	84.64
#2.	Richard G. Humphrey	84.00
3.	Alice Myose	83.04
4.	Catherine A. Strong	82.96
5.	Carol A. Coffield	79.08
6.	Virginia D. Duffek	78.92
7.	Margaret V. Keely	78.90
8.	Shirley D. Triano	78.34
9.	Katherine H. Van Wart	78.00
10.	Sol Rosenberg	77.24
11.	Caroline J. Moore	76.28
12.	Lucille V. Kuck	74.86
13.	Jacqueline M. Miranda	73.34

(# Indicates applicant received 10 points Veteran's Credit.)

BOOKMENDER EX. #527  
Eligible Register

Written test scores of Bookmender Examination No. 527 held March 1, 1958, were reviewed.

Minimum qualifying score was set at 40 of a possible 80; Personal Interviews held March 12, 1958 with Qualifications Appraisal Board consisting of Donald Sandman, Personnel Technician I and Grace Dean, City Librarian; and the following Eligible Register established to become effective March 24, 1958:

BOOKMENDER ELIGIBLE REGISTER No. 527

1.	John E. Daly	83.46%
2.	Donald P. Radcliff	81.80
3.	Zenobia K. Fuller	79.87
4.	Eva W. Stevens	79.68
5.	Charlotte M. Gibbs	76.65
6.	Mary B. Todd	75.45
7.	Oma C. Key	75.12
8.	Sol Rosenberg	71.10

SALARY HEARING

Plumbers' Union Local #447  
Representatives

Mr. Bill Francis and Mr. Fran  
Parsons, representatives of the  
Plumbers' Union Local #447, and

Manuel Lomba and Tom Parodi, service employees in the Water Division, appeared before the Board to discuss wage rates of Utility Servicemen and Utility Servicemen Helpers in the Water Division.

Mr. Francis stated that approximately 40 employees of the City Water Division were members of Local No. 447, being classed in the Metal Trades Division of the Plumber's Union. It was the contention of the Union representatives that since the type of work performed by a Serviceman was in part building trades work and in part ordinary labor work, that the wage rate established for the two classes of Serviceman and Serviceman Helper should reflect a combination of the journeyman plumber class and the building trades labor class. It was further pointed out that a laborer in the Street Maintenance Department currently receives \$2.50 $\frac{1}{2}$  per hour, which will advance to \$2.68 $\frac{1}{2}$  per hour on May 1st, while the hourly rate equivalent of the maximum salary for Serviceman is currently \$2.63 per hour, and for Serviceman Helper is \$2.27 per hour. It was the specific request of the representatives that the hourly or monthly rate established for Serviceman be a combination of 50% of Journeyman Plumber's wage rate and 50% of Building Construction Laborer wage rates, and that the hourly or monthly wage rate for Serviceman Helper should be a combination of 25% of Journeyman Plumber's wage scale and 75% of Building Construction Laborers wage rate. Based on prevailing wage rates, this would be the equivalent of \$3.19 $\frac{1}{2}$  per hour (\$534.00 per month) for Serviceman and \$2.94 $\frac{1}{2}$  per hour (\$492.70 per month) for Serviceman Helpers.

After general discussion, the representatives were excused and the Secretary was instructed to include this request as a part of the salary survey in progress.

3-19-58

WORK PERMITS

The following work permits approved  
by department heads in accordance  
with Civil Service Board policy,

were filed:

<u>Name</u>	<u>Class</u>	<u>Type Work</u>	<u>Approved by</u>
Fassett, Keith	Auto Serviceman I	Casual Musician	A. O. Hoover
Jackson, Ronald	Tree Trimmer	Tree Trimming	R. Renfree
Lazzari, Frank	Laborer	Ticket Taker	R. Renfree
Gomes, Joseph Jr.	Power Mower Opr.	Misc. Labor Work	R. Renfree
Neves, Gerald	Clerk II	Casual Musician	J. V. Hicks
Teresi, Joe	Laborer	Misc. Labor Work	R. Renfree
Peixoto, Jerome	Foreman I	Misc. Labor Work	R. Renfree
Basherini, N. R.	Forman	Misc. Labor Work	R. Renfree

All of above in accordance with Civil Service Board policy,  
not to exceed 8 hours per week.

DEPARTMENTAL REPORTS  
APPROVAL OF

After review and agreement, it  
was the order of the Board that  
the following Department Reports

be filed:

Temporary Appointments

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Avery, Carol	Music Leader	Recreation
Carlson, Albert E.	Custodian	Crocker Art Gallery
Cole, Ralph G.	Parking Lot Attendant	Parking Lots
Davis, Raymond	Refuse Collector	Waste Removal
De Cuir, Peggy J.	Substitute Library Clerk	City Library
Hood, Loy	Custodian I	City Library
Howley, John J.	School Crossing Guard	Police
Katt, Herman C.	Parking Lot Attendant	Parking Lots
McWilliam, Rickey	Messenger-Clerk	Purchasing
Quirk, Claudia	Junior Clerk	Civil Defense
Reshke, Frank J. Jr.	Parking Lot Attendant	Parking Lots
Ritter, David	Tree Trimmer	Park
Williams, Dorothy M.	Library Clerk	City Library
Williams, Willie L.	Refuse Collector	Waste Removal

Exempt Appointment

Jones, Marguerite J.	Junior Librarian	City Library
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Probationary Appointments

Bissell, James R.	Assistant Engineer	Traffic
Brazil, Louis	Laborer	Park
Clemons, Carl	Plant Operator II	Water

Probationary Appointments (Cont'd.)

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Crowe, V.	Laborer	Recreation
Dicks, Hull E.	Uniform Fireman	Fire
Dommer, Kenneth W.	Uniform Fireman	Fire
Duncan, M.	Laborer	Recreation
Glavas, George	License Collection Supervisor	Collector
McKnight, Roy	Refuse Collector	Waste Removal
Reshke, Frank	Parking Lot Attendant	Parking Lots
Sear, Russell	Groundman	Park
Verdina, Joseph	Laborer	Park
West, Phebe	Library Clerk	City Library
Williams, Julius	Refuse Collector	Waste Removal
Wolfe, Stanley	Clerk III	Collector

Limited Term Appointments

Baily, W.	Painter	Water
Dick, Warren E.	Personal Property Assessor	Assessor
Harbaugh, W. F.	Personal Property Assessor	Assessor
LaBrie, George E.	Personal Property Assessor	Assessor
Lee, Derrold	Custodian III	Auditorium
Martello, Frank	Watchman	Waste Removal
Negas, Nick Jr.	Clerk II	Purchasing
Regan, Lester J.	Auto Mechanic	Corporation Yard
Ruppin, M. J.	Personal Property Assessor	Assessor
Sullivan, Joshua	Refuse Truck Driver	Waste Removal
Wilmoth, Evid B.	Auto Mechanic	Corporation Yard

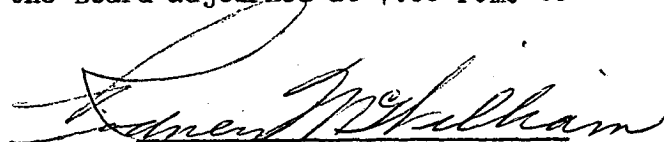
Military Service Replacement

Allen, Larry - Military Service Replacement 2/15/58 Refuse Collector @ \$300 Month  
Waste Removal

Return to Duty

Espinosa, Edna - Returned to Duty 2/1/58 Cook @ \$380 Month, Police Dept. illness

There being no further business, the Board adjourned at 7:00 P.M. to meet again at the Call of the Chair.

  
Secretary

APPROVED:

  
President