

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
Special Meeting

May 27, 1959

This special meeting of the Civil Service Board was called to order by Chairman Kenneth Wright at 1:30 P.M. in the City Hall Council Chambers.

PRESENT: Commissioners Wright, Alexander, Deise, Genshlea and Grebitus.

ABSENT : None

Also present were Mr. Bob Stover of Public Administration Service, Milton Faig, Assistant City Manager and Rod McWilliam, Assistant Personnel Officer.

The Chairman advised that the purpose of this special meeting was to hear further appeals and protests by employees and employee groups on salary recommendations made by Public Administration Service.

The following employee representatives and employees were heard:

Harry Buckman, Business Representative of the Painters' Union, on behalf of Painters employed by the city, protesting the recommendation to discontinue the policy of paying union prevailing rates.

Lyle Lack, Storekeeper, with reference to the salary recommendations made for the classes of Storekeeper and Stores Clerk, and requesting that salary ranges be increased.

Allan O'Connor, Assistant City Attorney I, with reference to salary recommendation for his class, requesting that the recommended salary range be increased.

Robert Farmer, Real Property Appraiser, with reference to salary recommendation for his class, requesting that the recommended salary range be increased. On behalf of the City Employees' Association, Mr. Farmer also presented requests for salary consideration by certain employees in the class of Laborer, and for the class of the present Property Clerk.

Mr. Farmer requested, on behalf of the Sacramento City Employees' Association, to be permitted to present a brief, outlining the position of the Employees' Association with reference to the Public Administration Service survey, at a later meeting of the Civil Service Board during the week of June 1st. The request was granted by the chair.

George Glavas, License Collection Supervisor, with reference to salary recommendations for the classes of License Inspectors, License Inspector Supervisor, Clerk III and License Collection Supervisor in the Assessor-Collector's Office.

5-27-59

Al Bergman, Assistant Chief Cashier, with reference to salary recommendations for Cashiers in the Assessor-Collector's Office. Mr. Stover of Public Administration Service recommended that the salary ranges for Cashier-I and Cashier II should be changed from Range #21 (\$276-330) to Range #23 (\$300-360) for Cashier I; and from Range #24 (\$315-380) to Range #26 (\$345-420) for Cashier II.

Glen Curtis, Senior Airport Attendant, on behalf of Airport Attendants and Senior Airport Attendants at the Municipal Airport, requesting upward revision of the salary ranges recommended for these classes.

Carroll Swesey, Street Construction Inspector, on behalf of Street Construction Inspectors in the Engineering Department, requesting upward revision of the salary recommendation for this class.

Dorothy Drake, City Librarian, outlining the recruitmane problem at the Library and requesting revision of salary recommendations for the classes of Library Page, Clerk I and Librarian I.

Mary Lee, Stenographer-Clerk I, on behalf of employees in the Stenographer-Clerk I Class throughout various city departments, protesting the recommendation to reduce the salary range for this class from the present \$315-380 to \$300-360.

Les Cox, Identification Bureau Superintendent, on behalf of employees in the Bureau of Identification, with particular reference to the present class of Fingerprint Technician III.

Norman Coad, Assistant Airport Superintendent, requesting upward revision of the salary recommendation for his class.

John Daily, Water Service Inspector, requesting salary consideration in view of the fact that his allocation to Field Representative would result in a range reduction of three steps, and requesting consideration of the salary level of Plumbing Inspector for his class.

Elmer Cleveland, Office Supervisor, re-allocated to the class of Clerk III, requesting salary consideration in view of the duties and responsibilities of his position in the Water Department.

Ralph Haley, Billing and Tabulating Division Supervisor, allocated to Clerk IV, requesting salary consideration in view of the duties and responsibilities of his position in the Controller's Office. Mr. Stover recommended that a special class be established for this position above the level of Clerk IV.

Dallas King, Tabulating Machine Operator II in the Controller's Office, requesting consideration of salary increase for the recommended class of Tabulating Machine Operator.

Forrest Long, Buyer, requesting upward revision of the salary range of his class in view of the salary ranges of comparable positions in the State and County service.

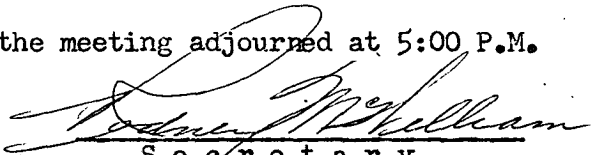
Phil McDonald, Art Gallery Assistant, requesting upward revision of the salary range of his class by one step.

Edith Shane, Chief Accountant, whose position was allocated to Accountant, requesting upward revision of the salary range in view of the duties and responsibilities involved.

O. Granseth, Parking Lot Foreman, requesting that the salary range for his class be set on a level with that of Labor Foreman II.

The Chairman, Kenneth Wright, complimented the employees and employee representatives on their presentations, and announced that the next special meeting of the Civil Service Board would be held on May 28, 1959, at 9:00 A.M. for the purpose of considering the appeals and protests presented by employees and employee representatives.

There being no further business, the meeting adjourned at 5:00 P.M.

  
Secretary

APPROVED:

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P r e s i d e n t

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
Special Meeting

May 28, 1959

This special meeting of the Civil Service Board was called to order at 9:00 A.M. in Room 201, City Hall, by Chairman Kenneth Wright.

PRESENT: Commissioners Alexander, Deise, Genshlea, Grebitus and Wright

ABSENT : None

Also present were Mr. Bob Stover of Public Administration Service, Milton Faig, Assistant City Manager, and Rod McWilliam, Assistant Personnel Officer.

The Chairman advised that this special meeting was being held for the purpose of discussing the various appeals and protests on salary recommendations with Mr. Stover of Public Administration Service, as well as to consider procedures involved in handling the report.

The various appeals and protests were discussed with Mr. Stover, and procedures involved in handling the report considered.

The meeting adjourned at 1:00 P.M. The Chairman announced that the next meeting of the Board would be held June 1, 1959, at 9:00 A.M.

*Rodney McWilliam*  
 Secretary

APPROVED:

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 P r e s i d e n t

MINUTES OF CIVIL SERVICE BOARD  
 CITY OF SACRAMENTO  
 Special Meeting

June 1, 1959

This special meeting of the Civil Service Board for the purpose of studying the Public Administration Service Classification and Salary Report was called to order at 9:00 A.M. in Room 201, City Hall, by Chairman Kenneth Wright.

PRESENT: Commissioners Alexander, Genshlea, Grebitus and Wright

ABSENT : Commissioner Deise

PREVAILING UNION SCALE

Motion was made by Mr. Alexander that the recommendation of the Public Administration Service Report pertaining to union prevailing scales be the first matter to be considered. Motion was seconded by Mr. Grebitus and unanimously carried.

The recommendation of Public Administration Service that the present policy of paying the union prevailing scales for various trades and craft classes be discontinued and allocating these classes to five-step monthly ranges, was discussed by the members of the Board.

Motion was made by Mr. Alexander that the policy of paying the prevailing rates as now practiced be continued, pending further study during the

next fiscal year. Motion was seconded by Mr. Grebitus and carried by the following vote:

AYES: Alexander, Genshlea, Grebitus and Wright

NOES: None

ABSENT: Deise

SALARY RECOMMENDATION  
Patrolman and Firefighter

Motion was made by Mr. Alexander that one and one-half step increase be recommended for the classes of

Patrolman and Firefighter. The chair was relinquished to Mr. Alexander by Mr. Wright, and the motion was then seconded by Mr. Wright. The motion was discussed at length, consideration being given to the pay data for these classes in the report, the expected increases in salary ranges for these two classes in other comparable cities on July 1st, and other factors. The vote on the motion was as follows:


AYES: Alexander and Wright

NOES: Genshlea and Grebitus

ABSENT: Deise

The motion therefore failed to carry.

The Chairman adjourned the meeting at 4:30 P.M. and announced that the next special meeting of the Board would be held on June 2, 1959, at 9:00 A.M.

  
Secretary

APPROVED:

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P r e s i d e n t

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
Special Meeting

June 2, 1959

This special meeting of the Civil Service Board was called to order at 9:00 A.M. in Room 201, City Hall, by Chairman Kenneth Wright

PRESENT: Commissioners Wright, Alexander, Genshlea and Grebitus

ABSENT ; Commissioner Deise

SACRAMENTO CITY EMPLOYEES' ASSOCIATION

A brief filed by the Sacramento City Employees' Association, through Robert Farmer, Chairman

of the Employees' Association Civil Service Committee, outlining specific objections to the findings of the Public Administration Service Report and making certain recommendations, was read and ordered filed.

SALARY RECOMMENDATION  
Patrolman and Firefighter

Motion made by Mr. Alexander to reconsider the vote taken at the previous meeting on granting a

one and one-half step increase for the classes of Firefighter and Patrolman. The motion was seconded by Mr. Genshlea. The chair was relinquished to Mr. Alexander by Mr. Wright, who thereupon spoke in favor of the motion to reconsider. The motion was carried by the following vote:

- AYES: Alexander, Genshlea, Grebitus and Wright
- NOES: None
- ABSENT: Deise

Motion was made by Mr. Alexander that a one and one-half step increase be recommended for the classes of Patrolman and Firefighter. The chair was relinquished to Mr. Alexander and the motion seconded by Mr. Wright. Speaking in favor of the motion were Mr. Alexander and Mr. Wright; in opposition to the motion by Mr. Genshlea and Mr. Grebitus. The vote on the motion was as follows:

- AYES: Alexander and Wright
- NOES: Genshlea and Grebitus
- ABSENT: Deise

The motion therefore failed to carry

FIRE ENGINEER  
Recommendation to retain class

The proposed elimination of the class of Fire Engineer was next discussed. Motion made by Mr.

Alexander that a recommendation be made to the Personnel Officer to retain the class of Fire Engineer as a civil service classification and with a one-

step differential in pay above Uniform Fireman. Motion by Mr. Genshlea and carried by the following vote:

AYES: Alexander, Genshlea, Grebitus and Wright

NOES: None

ABSENT: Deise

SALARY RECOMMENDATION

Patrolman and Firefighter

Motion made by Mr. Grebitus that the Civil Service Board accept recommendation of the Public

Administration Service's Report for a one-step increase for the classes of Patrolman and Firefighter. Seconded by Mr. Genshlea and carried by the following vote:

AYES: Alexander, Genshlea, Grebitus and Wright

NOES: None

ABSENT: Deise

REVISION OF SALARY RECOMMENDATIONS

The following revisions of the salary recommendations contained in the Public Administration Service's

Report were unanimously approved:

<u>Class</u>	<u>Range Recommended by P.A.S.</u>	<u>Range Approved by Civil Service Board</u>
Plant Operator I	25 (\$330-400)	26 (\$345-420)
Plant Operator II	28 (\$380-460)	29 (\$400-480)
Plant Operator III	30 (420-500)	31 (\$440-525)
Utility Serviceman	28 (\$380-460)	29 (\$400-480)
Tree Trimmer I	27 (\$360-440)	28 (\$380-460)
Tree Trimmer II	28 (\$380-460)	29 (\$400-480)
Storekeeper	27 (\$360-440)	29 (\$400-480)
Stores Clerk	23 (\$300-360)	24 (\$315-380)
Prosecuting Attorney I	34 (\$500-600)	36 (\$550-660)
Prosecuting Attorney II	38 (\$600-720)	39 (\$630-750)
Cashier I	21 (276-330)	23 (\$300-360)
Cashier II	24 (\$315-380)	26 (\$345-420)
Airport Attendant I	26 (\$345-420)	27 (\$360-440)
Airport Attendant II	28 (\$380-460)	29 (\$400-480)
Street Construction Inspector	30 (\$420-500)	31 (\$440-525)
Library Page	17 (\$230-276)	19 (\$252-300)
Stenographer-Clerk I	23 (\$300-360)	24 (\$315-380)
Asst. Airport Manager	33 (\$480-575)	34 (\$500-600)
Buyer	31 (\$440-525)	32 (\$460-550)
Art Gallery Assistant	29 (\$400-480)	30 (\$420-500)
Parking Lot Foreman	31 (\$440-525)	33 (\$480-575)

SALARY RANGESNew Classes

Salary ranges for new classes to be added to the classification plan, or where classes recommended to be

abolished are to be retained, by action of the Personnel Officer after review of classification appeals and protests, were approved as below outlined:

<u>Class</u>	<u>Salary Range</u>
Chief Deputy City Clerk	33 (\$480-575)
Deputy City Clerk	29 (\$400-480)
Chief Accountant	35 (\$525-630)
Supt. Bureau of Records	35 (\$525-630)
Administrative Captain	35 (\$525-630)

Milton Faig, Assistant City Manager and Personnel Officer, advised that additional changes in the classification plan may be recommended, particularly in the clerical and accounting series, and advised that the Civil Service Board will be requested to approve salary ranges for any new classes established.

MERIT INCREASE PLAN

Motion made by Mr. Alexander that the present merit system as it applies to salary increases for employees

of the city be continued in its present form. Motion seconded by Mr. Grebitus and carried by the following vote:

AYES: Alexander, Genshlea, Grebitus and Wright

NOES: None

ABSENT: Deise

SALARY RANGE REDUCTION

Effect on employees not at maximum step

Question as to the effect of the Public Administration Service proposals on an employee in a

class recommended for a decrease in salary range, where the employee has not yet reached the maximum step, was discussed. Secretary was instructed to determine the number of employees so affected and the matter laid over until the next meeting.

The Chairman announced that the next regular meeting of the Board, scheduled