

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING JUNE 5, 1973

The regular meeting of the Civil Service Board was called to order by President James Alexander at 1:45 p.m. in the Personnel Department Conference Room.

Present: Members Alexander, Reynoso, Street, Yew.
Absent: Member Woods.

The minutes of the meetings held April 17, May 1, and May 15, 1973, were approved as presented.

NEW EXAMINATION ANNOUNCED

#1275 Equipment Mechanic I

ELIGIBLE REGISTERS ESTABLISHED

<u>Exam. No.</u>	<u>Classification</u>	<u>Date of Written Test</u>	<u>Personal Interview</u>	<u>Effective Date</u>
#1230	Personnel Analyst II	N/A	5/10/73	5/14/73
#1249	Personnel Analyst I	3/17/73	5/8/73	5/14/73
#1251	Assistant Mechanical Engineer	N/A	5/15/73	5/21/73
#1256	Building Inspector II	N/A	N/A	5/21/73
#1257	Custodian II	N/A	5/16/73	5/22/73
#1266	Traffic Control Foreman	N/A	5/10/73	5/30/73
#1271	Refuse Collection Supervisor	N/A	5/16/73	5/21/73

EXTENSION OF ELIGIBLE REGISTER

The Civil Service Board was requested to consider the extension of the eligible list for Auditorium Maintenance Man I for an additional one-year period. The list's expiration date is June 11, 1973, and there are 71 active names remaining on the list.

Motion was made by Mr. Street, seconded by Mr. Yew, and carried by unanimous vote to approve the one-year extension for the Auditorium Maintenance Man I Register #1202 until June 11, 1974.

RECOMMENDATION FOR PERMANENT STATUS FOLLOWING POSITION REALLOCATION

Rosie Moreno, Intermediate Typist-Clerk
Ozella Reese, Intermediate Typist-Clerk

Request dated May 14, 1973, from Refuse Collection Superintendent Reginald Young for the reallocation of the position held by Rosie Moreno, a Junior Typist-Clerk in his division, was presented to the Board. Miss Moreno was employed on a limited-term basis as Junior Typist-Clerk on February 2, 1972; she was employed

on a probationary appointment on October 2, 1972. The Personnel Director had approved the reallocation as requested, and the Board granted permanent status to Miss Moreno in the classification of Intermediate Typist-Clerk. The motion was made by Mr. Street, seconded by Mr. Yew, and carried by unanimous vote, with Mr. Reynoso and Mr. Woods being absent.

Similarly, Mr. Reginald Young requested that Mrs. Ozella Reese's position be reallocated to the higher classification of Intermediate Typist-Clerk. Mrs. Reese was employed as a limited-term Junior Typist-Clerk on September 1, 1971; she then was employed on a probationary appointment on October 2, 1972. The Personnel Director had approved the reallocation, and the Board was requested to grant permanent status to Mrs. Reese in the classification of Intermediate Typist-Clerk.

Motion was made by Mr. Yew, seconded by Mr. Street, and carried by the following vote to grant permanent status to Mrs. Reese:

Ayes: Members Alexander, Street, Yew.
 Absent: Members Reynoso, Woods.
 (Mr. Reynoso arrived at this point.)

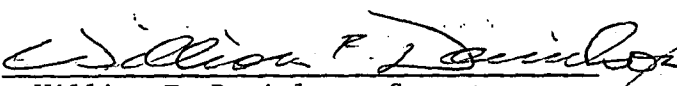
RANDOM SELECTION OF CANDIDATES FOR ENGINEERING AIDE I, INFORMATION CLERK, AND ADMINISTRATIVE TRAINEE WHO WILL BE INVITED TO THE ORAL INTERVIEWS

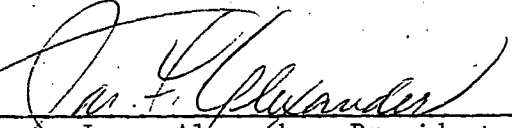
Separate random selection was held for each of the above three examinations. Personnel Analyst Al Fawcett drew the numbers for the Engineering Aide I classification; Personnel Analyst Ann Duncan, for Information Clerk; and Personnel Analyst Tony Vasquez, for Administrative Trainee. The numbers were then read aloud by Board member Frank Reynoso. The procedure used for each random selection was identical to that set forth in the minutes for the November 30, 1971, meeting.

Breakdown of the three examinations is as follows:

	<u>Engineering Aide I</u>	<u>Information Clerk</u>	<u>Administrative Trainee</u>
Number of Candidates Who Qualified:	151	154	330
Number of Candidates Randomly Selected:	40	20	30
Exception from Random Selection:	1 Limited-Term employee	0	1 Emergency Employment Act employee

The meeting was adjourned at 2:00 p.m. The Board met in executive session following adjournment.


 William F. Danielson, Secretary


 James Alexander, President