

City of Sacramento
Civil Service Board Report
915 I Street Sacramento, CA 95814
www.cityofsacramento.org

File ID: 2026-00029

3/16/2026

Approval of Civil Service Board Meeting Minutes

File ID: 2026-00029

Location: Citywide

Recommendation: Pass a **Motion** approving the Civil Service Board Meeting Minutes of January 26, 2026.

Contact: Heather Brantley, Senior Deputy City Clerk, (916) 808-1486, hrbrantley@cityofsacramento.org; Mindy Cuppy, City Clerk, (916) 808-5441, mcuppy@cityofsacramento.org; Office of the City Clerk

Presenter: None

Attachments:

1-Description/Analysis

2-January 26, 2026, Civil Service Board Meeting Minutes

Description/Analysis

Issue Detail: It is best practice for the legislative body to approve the minutes for each meeting.

Policy Considerations: Per the City Charter, the City Council shall require the City Clerk to keep a permanent record of its proceedings showing all action considered and taken, motions and records, the text of ordinances and resolutions introduced or adopted and all amendments thereto proposed or adopted, and the vote of each council member regarding any matter before the Council or any committee thereof.

Economic Impacts: None.

Environmental Considerations: None.

Sustainability: Not applicable.

Commission/Committee Action: Not applicable.

Rationale for Recommendation: After each board, commission, or committee meeting, the City Clerk composes the DRAFT Minutes for noting the action taken by the legislative body. The DRAFT Minutes are presented to the board, commission, or committee for its approval as a permanent record of the meetings actions.

Financial Considerations: None.

Local Business Enterprise (LBE): Not applicable.

CIVIL SERVICE BOARD

Jules Stein, Vice Chair
Emmanuel Amanfor
Gwynnae L. Byrd, Esq.
Kathryn Elizabeth Meola, Esq.

BOARD STAFF

Arvinder Kaur, Deputy City Attorney
Kim Guinan, Civil Service Board Secretary
Jennifer Wilkinson, Administrative Officer
Ebony Heaven, Human Resources Manager

DRAFT Minutes

Civil Service Board

City Hall Complex
915 I Street
Sacramento, CA 95814

Published by the Office of the City Clerk
(916) 808-7200

Monday, January 26, 2026

1:00 p.m.

NOTICE TO THE PUBLIC

Where to Find the Agenda and Staff Reports: The agenda provides a general description and staff recommendation; however, legislative bodies may take action other than what is recommended. Full staff reports are available at <https://meetings.cityofsacramento.org>.

Watch the Legislative Body Meeting Online: Live video streams and archives of past meetings are available at <https://meetings.cityofsacramento.org>.

Submit Written Comments Online: Written comments submitted for items on this agenda received prior to the close of the meeting will become part of the official meeting record but will not be read aloud during the meeting. Members of the public are encouraged to provide comments electronically using the eComment feature available at <https://meetings.cityofsacramento.org>.

Public Comment Speaker Time Limits: In the interest of facilitating the legislative body's conduct of the business of the City, members of the public (speakers) who wish to address the legislative body during the meeting will have two minutes per speaker for Consent Calendar Items, Public Hearing Items, Discussion Calendar Items, and Matters not on the Agenda for a maximum total of eight minutes per speaker per meeting. Each speaker shall limit his/her remarks to the specified time allotment.

Notice to Lobbyists: When addressing the legislative body, you must identify yourself as a lobbyist and announce the client/business/organization you are representing.

Assistance: In compliance with the Americans with Disabilities Act, if you need special assistance, a disability-related modification or accommodation, agenda materials in an alternative format, or auxiliary aids to participate in this meeting, please contact the Office of the City Clerk at 916-808-7200 or clerk@cityofsacramento.org as soon as possible. Providing at least 72 hours' notice will help ensure that reasonable arrangements can be made.

**City of Sacramento
Civil Service Board**

City Hall Complex, 915 I Street, Sacramento, CA 95814

**Regular Meeting DRAFT Minutes
Monday, January 26, 2026
1:00 PM**

Open Session

Regular meeting called to order by Vice Chair Julie Stein at 1:00 p.m. on Monday, January 26, 2026, at the Sacramento City Hall Council Chamber.

Members Present: Emmanuel Amanfor, Gwynnae Byrd, and Vice Chair Julie Stein.

Members Absent: Kathryn Meola.

Land Acknowledgement – Led by Vice Chair Stein.

Pledge of Allegiance – Led by Vice Chair Stein.

Consent Calendar

All items listed under the Consent Calendar are considered and acted upon by one Motion.

Action: Moved/Seconded: Member Byrd / Member Amanfor.

Yes: Members Emmanuel Amanfor, Gwynnae Byrd, and Vice Chair Julie Stein.

Absent: Member Kathryn Meola.

A motion **passed** to adopt the Consent Calendar in one motion except as indicated at each item.

1. Approval of Civil Service Board Meeting Minutes

File ID: 2025-00082

Location: Citywide

Action: Passed a **Motion** approving the Civil Service Board Meeting Minutes of September 15, 2025.

Contact: Jacob Bredberg, Administrative Analyst, (916) 808-1486, jbredberg@cityofsacramento.org, Office of the City Clerk

2. Revision of the Fire Battalion Chief Classification Specification

File ID: 2026-00379

Location: Citywide

Action: Passed a **Motion** approving the proposed revisions to the Fire Battalion Chief Classification Specification in changing the minimum qualifications to be inclusive of the fire science/fire technology certification and clarifying alternative minimum qualification pathways.

Contact: Ben Wilson, Senior Personnel Analyst, (916) 808-1971, bwilson@cityofsacramento.org, Human Resources Department

3. Revision of the Police Officer Classification and Specification

File ID: 2026-00396

Location: Citywide

Action: Passed a **Motion** approving the proposed revisions to the Police Officer Classification Specification to reduce the education requirement and clarify the minimum qualification pathways.

Contact: Kimberly Guinan, Senior Personnel Analyst, (916) 808-6886, kguinan@cityofsacramento.org, Human Resources Department

4. Revision of the Fire Engineer, Fire Captain, Fire Prevention Officer Trainee, Fire Prevention Officer I, and Fire Prevention Officer II Classification Specifications

File ID: 2026-00419

Location: Citywide

Action: Passed a **Motion** approving the proposed revisions to the Fire Engineer, Fire Captain, Fire Prevention Officer Trainee, Fire Prevention Officer I, and Fire Prevention Officer II Classification Specifications in changing the certificate language to be inclusive of both the fire science certificate or fire technology certificate and minor edits to the equity language in the Fire Captain specification.

Contact: Ben Wilson, Senior Personnel Analyst, (916) 808-1971, bwilson@cityofsacramento.org, Human Resources Department

Discussion Calendar

5. **Appeal of the Disqualification of Brandon Caston from the Equipment Mechanic I Recruitment**

File ID: 2025-01881

Location: Citywide

Action: Moved/Seconded: Member Byrd / Member Amanfor.

Yes: Members Emmanuel Amanfor, Gwynnae Byrd, and Vice Chair Julie Stein.

Absent: Member Kathryn Meola.

Passed a **Motion:** 1) waiving formal rules for conducting the hearing pursuant to Civil Service Board Rule 4(11)(c)(7); and 2) adopting the Director's findings, determinations, and decision of disqualification in the appeal of Brandon Caston for the Equipment Mechanic I Recruitment pursuant to Civil Service Board Rule 4.11(c)(6).

Contact: Ambrosia Allen, Personnel Analyst, (916) 808-7065, alallen@cityofsacramento.org, Human Resources Department

6. **Appeal of the Disqualification of Christopher Meyer from the Accounting Technician Recruitment**

File ID: 2025-01882

Location: Citywide

Action: Moved/Seconded: Member Amanfor / Member Byrd.

Yes: Members Emmanuel Amanfor, Gwynnae Byrd, and Vice Chair Julie Stein.

Absent: Member Kathryn Meola.

Passed a **Motion:** 1) waiving formal rules for conducting the hearing pursuant to Civil Service Board Rule 4(11)(c)(7); and 2) adopting the Director's findings, determinations, and decision of disqualification in the appeal of Christopher Meyer from the Accounting Technician Recruitment pursuant to Civil Service Board Rule 4.11(c)(6).

Contact: Ambrosia Allen, Personnel Analyst, (916) 808-7065, alallen@cityofsacramento.org, Human Resources Department

7. Appeal of the Disqualification of Craig Warriner from the Supervising Building Inspector (Building) Recruitment

File ID: 2026-00417

Location: Citywide

Action: Moved/Seconded: Member Byrd / Member Amanfor.

Yes: Members Emmanuel Amanfor, Gwynnae Byrd, and Vice Chair Julie Stein.

Absent: Member Kathryn Meola.

Passed a **Motion:** 1) waiving formal rules for conducting the hearing pursuant to Civil Service Board Rule 4(11)(c)(7); and 2) adopting the Director's findings, determinations, and decision of disqualification in the appeal of Craig Warriner for the Supervising Building Inspector (Building) Recruitment pursuant to Civil Service Board Rule 4.11(c)(6).

Contact: Brenda Almanza, Personnel Analyst, (916) 808-5498, balmanza@cityofsacramento.org, Human Resources Department

8. Appeal of the Disqualification of Elijah Kryvoshey from the Police Records Specialist I Recruitment

File ID: 2026-00418

Location: Citywide

Action: Moved/Seconded: Member Amanfor / Member Byrd.

Yes: Members Emmanuel Amanfor, Gwynnae Byrd, and Vice Chair Julie Stein.

Absent: Member Kathryn Meola.

Passed a **Motion:** 1) waiving formal rules for conducting the hearing pursuant to Civil Service Board Rule 4(11)(c)(7); and 2) adopting the Director's findings, determinations, and decision of disqualification in the appeal of Elijah Kryvoshey for the Police Records Specialist I recruitment pursuant to Civil Service Board Rule 4.11(c)(6).

Contact: Juanita Salazar, Personnel Analyst, (916) 808-5944, jsalazar@cityofsacramento.org, Human Resources Department

9. Selection of Chair and Vice Chair for Calendar Year 2026

File ID: 2026-00279

Location: Citywide

Action: Moved/Seconded: Member Byrd / Vice Chair Julie Stein.

Yes: Members Emmanuel Amanfor, Gwynnae Byrd, and Vice Chair Julie Stein.

Absent: Member Kathryn Meola.

Passed a **Motion** selecting Emmanuel Amanfor as Chair for calendar year 2026.

Action: Moved/Seconded: Member Byrd / Member Amanfor.

Yes: Members Emmanuel Amanfor, Gwynnae Byrd, and Vice Chair Julie Stein.

Absent: Member Kathryn Meola.

Passed a **Motion** selecting Julie Stein as Vice Chair for calendar year 2026.

Contact: Heather Brantley, Senior Deputy City Clerk, (916) 808-1486, hrbrantley@cityofsacramento.org; Mindy Cuppy, City Clerk, (916) 808-5442, mcuppy@cityofsacramento.org; Office of the City Clerk

Member Comments-Ideas and Questions

Members of the board provided comments.

Public Comments-Matters Not on the Agenda

None.

Adjourned - 1:11 p.m.