

**Sacramento County Civil Service Commission**  
**October 18, 2013 ~ 1:30pm**

**ACTION MINUTES**

**PROCEDURAL MATTERS**

- 1) Call to Order: The meeting was called to order by Commission Chair Gordon Purdy at 1:32p.m in Sacramento County Board of Supervisors Hearing Room 2.
- 2) Pledge of Allegiance: Chair Purdy led the Pledge of Allegiance.
- 3) Roll Call and Declaration of a Quorum: Roll was called by Civil Service Specialist Jeanette King, and it was noted that Commissioners Patricia Macht Bruce Nelson and Ron Suter were present along with Chair Gordon Purdy and Vice Chair Michael Johnson. As a result, a quorum was announced.

**CONSENT MATTERS**

- 4) Adoption of Commission Meeting Minutes:
  - A) *September 6, 2013 Regular Meeting*
- 5) Reports: The following status reports prepared by the Department of Personnel Services were submitted for receipt and filing:
  - A) *Student Class Appointments*: reports for August and September 2013
  - B) *Promotional Exams and Late Applications*: reports for August and September 2013
  - C) *Eligible Lists Extended*: quarterly report for July, August and September 2013

ACTION: Motion by Commissioner Suter and seconded by Commissioner Macht to adopt all items listed under Consent Matters. The motion was adopted unanimously.

## SEPARATE MATTERS

6) Reports:

A) *Provisional Appointments:* reports for August and September 2013

It was noted by Commissioner Suter and confirmed by Ms. Carla Honey, Human Resources Manager II for the Employment Services Division, that based on the report for August, there may be a provisional appointment extension request for a Clerical Supervisor I before the Commission at its November 15, 2013 meeting.

ACTION: Motion by Commissioner Suter and seconded by Commissioner Macht to receive and file the Provisional Appointments reports for August and September 2013. The motion was adopted unanimously.

7) Unfinished Business: NONE

8) New Business: NONE

## INFORMATIONAL MATTERS

9) Public Comment: NONE

10) Executive Officers Report:

Executive Officer Dowdin Calvillo reported that the November 1, 2013 Commission meeting will be canceled due to planned Commissioner absences and a lack of items ready for Commission consideration by that date.

She stated that there may be two classification studies: 1) Traffic Signal and Lighting Series and 2) Family Service Worker Series ready for consideration by the Commission at its November 15 meeting. In addition, there may be a psychological examination appeal (filed pursuant to Civil Service Rule 4.9) ready for consideration at this meeting<sup>1</sup> as well as a report back to the Commission by

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<sup>1</sup> The Commission requested Legal Counsel to research whether or not there is any legal authority that would allow this appeal to be conducted in closed session due to the extreme sensitive nature of the appeal.

DPS on the possible fiscal benefits of broadening existing job classifications by combining classes with similar duties and responsibilities as well as lengthening some eligibility lists to reduce the number of times exams are given. This would be an informational item only. To this end, the Commission requested that DPS expand this verbal report to include a list of pros and cons of 1) broadening existing job classifications and 2) extending eligible lists and to defer this report to its Dec 6 Commission meeting.

## ADJOURNMENT

ACTION: There being no further business before the Commission, Commissioner Nelson moved to adjourn the meeting. Commissioner Suter seconded the motion, and it was adopted unanimously. Chair Purdy then adjourned the meeting at 2:08 p.m.

**The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, November 15, 2013, in Board of Supervisors Hearing Room 2 at 700 H Street, Sacramento.**

Respectfully Submitted:

Approval Recommended:

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Jeanette King  
Civil Service Specialist

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Alice Dowdin Calvillo  
Executive Officer

APPROVED:

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Gordon Purdy  
Chair