

Sacramento County Civil Service Commission
July 21, 2017 Meeting

ADOPTED
ACTION MINUTES

PROCEDURAL MATTERS

- 1) Call to Order: The meeting was called to order by Commission Chair Michael Johnson at 1:32pm on Friday, July 21, 2017 in the Chambers of the Sacramento County Board of Supervisors, 700 H Street, Sacramento, California.
- 2) Pledge of Allegiance: Chair Johnson led the Pledge of Allegiance.
- 3) Roll Call and Declaration of a Quorum:
Roll was called by Acting Clerk Gina Volpi, and it was noted that Chair Johnson and Commissioners Patricia Macht, Gordon Purdy, and Ron Suter were present and that Commissioner Bruce Nelson was absent. A quorum was declared.

Executive Officer Alice Dowdin Calvillo informed Commissioners that both parties in the appeal scheduled for hearing later in the meeting requested that said hearing be continued as they (the parties) are in settlement negotiations.

PUBLIC COMMENT

- 4) Public Comment: None received.

CONSENT MATTERS

- 5) Adoption of Commission Meeting Minutes:

July 7, 2017 Regular Business Meeting

- 6) Monthly/Quarterly Department of Personnel Services Status Reports:

- A) *Student Class Appointments*: report for June 2017
- B) *Promotional Exams and Late Exam Applications*: report for June 2017
- C) *Extended Eligible Lists*: report for April, May and June 2017

ACTION: Motion by Commissioner Suter, seconded by Commissioner Purdy to adopt all consent items. The motion was adopted unanimously (4 to 0).

SEPARATE MATTERS

7) Provisional Appointments Status Report:

Report for June 2017

ACTION: Motion by Commissioner Suter, seconded by Commissioner Purdy, to adopt the Provisional Appointments report for June 2017. The motion was adopted unanimously (4 to 0).

8) Unfinished Business: NONE

9) New Business: NONE

INFORMATIONAL MATTERS

10) Reports: The following quarterly report was prepared by the Department of Personnel Services at the Commission's request.

Status report on revisions to Sacramento County Classification Plan previously approved by the Commission: Report for April, May, and June 2017

11) Executive Officer's Report: This was a verbal report to the Commission.

Executive Officer Dowdin Calvillo announced that the next Commission meeting will be on August 4 wherein Commissioners will hear one exam evaluation appeal and take action on the Mental Health Worker class study. At the August 18 meeting, Commissioners are scheduled to consider the Sheriff's Captain and Sheriff's Lieutenant class study as well as the Child Support Officer class study. Dowdin Calvillo reported that at its September 8 meeting, Commissioners will hear one exam disqualification appeal and consider the Business Citizen Assistance class study.

She informed Commissioners that at its September 22 meeting they would likely discuss the criteria under the Civil Service Rules used to determine when the Commission can accept releases from probation appeals under the assumption that all Commissioners will be present at said meeting. Commissioner Suter stated that he would miss this meeting, so Dowdin Calvillo responded that she would look at scheduling this item on September 8 or at a meeting in October 2017.

She reported that to date there are seven releases from probation; three exam evaluations; two exam disqualifications; one psychological disqualification; and one disciplinary appeal pending before the Commission.

CLOSED SESSION

- 12) Conference with Legal Counsel – Significant Exposure to Litigation: (Government Code Section 54956.9(d)(2))

ACTION TAKEN: None – cancelled by Executive Officer Dowdin Calvillo

APPEAL HEARING

- 13) Release from Probation (Civil Service Rule 12.3)

Appeal No. 6130-16

ACTION TAKEN: Without objection, this hearing was continued at the earlier request of the Appellant and Sacramento County.

ADJOURNMENT

Seeing no further business before the Commission, Commissioner Macht moved and Commissioner Purdy seconded, to adjourn the meeting. With a 4 to 0 vote in support of the motion, Chair Johnson adjourned the meeting at 1:45 pm.

Adopted August 4, 2017