

Sacramento County Civil Service Commission
November 3, 2017 Meeting

ADOPTED
ACTION MINUTES

PROCEDURAL MATTERS

- 1) Call to Order: The meeting was called to order by Commission Chair Michael Johnson at 1:33pm on Friday, November 3, 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, Bruce Nelson, and Gordon Purdy, were present and that Commissioner Ron Suter was absent. A quorum was declared.

PUBLIC COMMENT

- 4) Public Comment: None received.

CONSENT MATTERS

- 5) Adoption of Commission Meeting Minutes:

October 20, 2017 Regular Business Meeting

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Macht to adopt the October 20, 2017 Regular Business Meeting Minutes. The motion was adopted unanimously (4 to 0).

INFORMATIONAL MATTERS

(No formal action to be taken)

- 6) Class Study:
Review and discuss the Information Technology Phase II class study which proposes changes to the Sacramento County Classification Plan to:

A) Revise the following classes:

Information Technology (IT) Supervisor; Senior IT Technician; IT Customer Support Specialist; and IT Technician I/II

Senior Business Systems Analyst; and Business Systems Analyst I/II

Geographic Information Systems (GIS) Analyst I/II; Senior GIS Technician; and GIS Technician I/II

B) Designate the following classes as "Hold":

Principal IT Analyst; and Senior IT Analyst

Principal Business Systems Analyst

Senior GIS Analyst

Senior Telecommunications Systems Analyst

C) Abolish the following classes:

IT Analyst Level I/II; IT Analyst Trainee; and IT Technician Trainee

Business Systems Manager; and Business Systems Assistant

Telecommunications Systems Analyst II; Telecommunications Systems Analyst I; and Telecommunications Systems Assistant

D) Establish the following new classes:

Supervising IT Analyst; IT Infrastructure Analyst III; and IT Applications Analyst III

GIS Analyst III

COMMENTS:

Commissioner Comments

Commissioners asked a series of questions regarding the class study, including the justification for the study, proposed revisions to MQs, justifications for probationary periods as well as concerns voiced by UPEC. Commission Chair Johnson requested a comprehensive organizational chart illustrating current promotional patterns and how those patterns would be changed with the approval of the class study's recommendations. In addition and in response to a comment made by Chair Johnson, DPS indicated that it would make a clarifying amendment to the educational patterns of the minimum qualifications for the technician classes.

Public Comments

Ms. Kelly Newell, representing the United Public Workers of California, Local 792 (UPEC), relayed the union's position that the Commission should establish a new class titled IT System Support Specialist III in addition to the IT System Support Specialist I/II class proposed by the Department of Personnel Services (DPS). The aforementioned class would be for advanced journey level employees. In addition, she encouraged the Commission to amend the level III classes to allow for incumbents with advanced technical experience vs. just lead experience as proposed by DPS. Executive Officer Dowdin Calvillo requested that UPEC provide a list of level III classes it would like to see amended as such.

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

Executive Officer Dowdin Calvillo informed Commissioners that the IT Phase II class study will be scheduled for further review, discussion, and possible action at the next meeting on November 17, 2017. She also reported that Commissioners will also hear a disciplinary action appeal. She told Commissioners that if they were not ready to act upon the recommendations from the IT Phase II class study at the November 17 meeting that it would be scheduled for action at the December 1 meeting. Also at the December 1 meeting, Commissioners will be asked to review and approve recommendations stemming from the Deputy Director for the Environmental Management Division class study. This is a proposed new class at the request of the Board of Supervisors to address reorganization efforts.

She informed Commissioners that at the December 15 Meeting, she tentatively scheduled the Sanitation District Real Time Process Control Systems and the Airport Officer class studies for review and action as well as an exam disqualification appeal hearing.

Executive Officer Dowdin Calvillo reported that she received one exam disqualification this week. Currently, there are five releases from probation; two exam disqualifications; one disciplinary action; and one psychological disqualification appeal pending before the Commission.

Lastly, she informed Commissioners that she submitted her preliminary comments on the Coroner class study to DPS this week.

ADJOURNMENT

Seeing no further business before the Commission, Commissioner Nelson 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 3:28 pm.

Adopted 17 Nov 17