

Sacramento County Civil Service Commission
December 7, 2018 Meeting

ADOPTED
ACTION MINUTES

PROCEDURAL MATTERS

1) Call to Order: The meeting was called to order by Commission Chair Patricia Macht at 1:30pm on Friday, December 7, 2018 in the Sacramento County Administration Building, Suite 1487, 700 H Street, Sacramento, California.

2) Pledge of Allegiance: Chair Macht led the Pledge of Allegiance.

Executive Officer, Alice Dowdin Calvillo, introduced Marika Garcia as her new Executive Secretary and Clerk to the Commission.

3) Roll Call and Declaration of a Quorum: Roll was called by Commission Clerk Garcia, and it was noted that Chair Macht and Commissioners Michael Johnson, Bruce Nelson, Gordon Purdy, and Ron Suter were present. A quorum was declared.

PUBLIC COMMENT

4) Public Comment: None received.

CONSENT MATTERS

(Consent Matters are acted upon as one unit. If an item is removed from consent for discussion, it will be heard under Separate Matters.)

5) Adopt Commission Meeting Minutes:

November 2, 2018 Regular Business Meeting

6) Receive and File Monthly and Quarterly Department of Personnel Services Reports:

A) Student Class Appointments: report for October 2018

B) Promotional Exams and Late Applications: report for October 2018

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Suter, to adopt Items 5 and 6 on Consent. The motion was adopted unanimously (5 to 0).

SEPARATE MATTERS

(Non-consent items requiring action by the commission)

7) Accept the Department of Personnel Services' Monthly Provisional Appointments Status Report:

Report for October 2018

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Johnson, to accept the DPS Monthly Provisional Appointments Status report for October 2018. The motion was adopted unanimously (5 to 0).

INFORMATIONAL MATTERS

(Non-action items)

8) Executive Officer's Report:

Executive Officer Dowdin Calvillo announced that the next Commission meeting is scheduled for January 11, 2019, and that a possible topic for discussion at that meeting could be the Commission's Mission Statement and whether or not it is prudent to offer revisions to it at this time. She reported that a second meeting is planned for January 25, 2019, but at this time, she did not have any items to be considered for said meeting.

She informed Commissioners that she did not receive any new appeals this week but that she did close one exam disqualification and one failed medical disqualification appeal as both were administratively resolved and subsequently withdrawn.

Executive Officer Dowdin Calvillo reported that currently, there are two release from probation appeals pending before the Commission. Since July 2018, she said that the Commission received 26 appeals: ten releases from probation; seven exam disqualifications; two exam evaluations; three failed drugs; two medical disqualifications; two psychological exam disqualifications; and one executive officer appeal. Ten of those appeals were withdrawn by Appellants and four were closed as they were administratively resolved. As the Commission's Agent, she rejected six appeals for noncompliance with the Civil Service Rules and one for lack of action. Three appeals were heard by the Commission wherein a decision was rendered (two were denied and one was granted). Lastly, she said the Commission received five notices of intent to appeal wherein the Appellant did not file a formal appeal.

ADJOURNMENT

Seeing no further business before the Commission, Chair Macht adjourned the meeting at 1:42 pm after it was moved by Commissioner Nelson and seconded by Commissioner Purdy with the motion adopted unanimously (5 to 0).

Adopted January 11, 2019