

Sacramento County Civil Service Commission
March 13, 2020 ~ 1:30pm

ADOPTED
ACTION MINUTES

PROCEDURAL MATTERS

- 1) Call to Order: The meeting was called to order by Commission Chair Ron Suter at 1:30pm, on Friday, March 13, 2020 in the Chambers of the Sacramento County Board of Supervisors, 700 H Street, Sacramento, California.
- 2) Pledge of Allegiance: Commission Chair Suter led the Pledge of Allegiance.
- 3) Roll Call and Declaration of a Quorum: Roll was called by Commission Clerk Gina Volpi, and it was noted that Commission Chair Suter and Commissioners Michael Johnson, Pat Macht, and Bruce Nelson were present while Commissioner Gordon Purdy was noted absent. A quorum was declared.

Executive Officer Dowdin Calvillo announced that Commission Clerk Volpi was officially hired as the Commission's Executive Secretary.

Chair Suter stated that due to the extenuating circumstances surrounding COVID-19 and without objection, the March 27 and the April 10, 2020 meetings would be cancelled. There was no objection voiced by the Commission.

PUBLIC COMMENT

- 4) Public Comment: None

CONSENT MATTERS

- 5) Adopt Commission Meeting Minutes:
January 31, 2020 Regular Business Meeting
- 6) Receive and File Monthly and Quarterly Department of Personnel Services Reports:
 - A) *Student Class Appointments: report for January 2020*
 - B) *Promotional Exams and Late Applications: report for January 2020*

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Macht, to adopt Items 5 and 6 on Consent. The motion was adopted unanimously (4 to 0).

SEPARATE MATTERS

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

Report for January 2020

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Johnson, to accept the Department of Personnel Services' Monthly Provisional Appointments Status Report for January 2020. The motion was adopted unanimously (4 to 0).

- 8) Approval of the Commission's Proposed Budget for the 2020-21 fiscal year, as prepared by the Commission's Executive Officer.

ACTION: Motion by Commissioner Macht, seconded by Commissioner Johnson, to approve the Commission budget as proposed by the Executive Officer. The motion was adopted unanimously (4 to 0).

INFORMATIONAL MATTERS

(Non-action items)

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

Executive Officer Dowdin Calvillo stated that the Fleet Services class study, an allocation appeal hearing, and a failed psychological evaluation appeal hearing were previously scheduled for Commission consideration at the March 27 meeting. However, given that the March 27 meeting was just cancelled today, she would schedule these items at the next, available meeting.

She also reported she received the revised Labor Compliance series class study for review this week and that DPS is seeking an expedited review of the Department of Finance Deputy Director class study as it is a priority for the County CEO.

Dowdin Calvillo informed Commissioners that she received one release from probation appeal this week, and it was rejected for lack of jurisdiction. There are currently four release from probation; two failed Psychological Evaluation; and one Allocation Appeal pending before the Commission.

ADJOURNMENT

Seeing no further business before the Commission, Chair Suter adjourned the meeting at 2:12 pm after it was moved by Commissioner Nelson and seconded by Commissioner Macht with the motion adopted unanimously (4 to 0).

Adopted 22 May 2020