

Sacramento County Civil Service Commission
July 23, 2021 ~ 1:30pm (Teleconference via Zoom)

ADOPTED
ACTION MINUTES

Executive Officer Alice Dowdin Calvillo read the following into the record: "In compliance with directives of the County, State, and Centers for Disease Control and Prevention, this meeting was streamed live and closed to the public. Members of the public were encouraged to participate in the meeting by submitting written comments electronically."

PROCEDURAL MATTERS

- 1) Call to Order: The meeting was called to order by Commission Chair Bruce Nelson at 1:34pm, on Friday, May 21, 2021.
- 2) Roll Call and Declaration of a Quorum: Roll was called by Commission Clerk Gina Volpi, and it was noted that Commissioners Bruce Nelson, Nick Bloise and Mike Johnson were present and that Commissioner Ron Suter was absent. A quorum was declared.

PUBLIC COMMENT

- 3) Public Comment: None received

CONSENT MATTERS

- 4) Adopt Commission Meeting Minutes
 - May 21, 2021 Regular Business Meeting
- 5) Receive and File Monthly and Quarterly Department of Personnel Services Reports
 - A) Promotional Exams & Late Applications: reports for May and June 2021
 - B) Extended Eligible Lists: quarterly report for April, May, and June 2021

ACTION: Motion by Commissioner Johnson, seconded by Commissioner Bloise, to adopt items 4 and 5 on consent. The motion was adopted unanimously (3 to 0).

SEPARATE MATTERS

(Non-consent items requiring action by the Commission)

- 6) Accept the Department of Personnel Services' Monthly Provisional Appointments Status Report
 - Reports for May and June 2021

ACTION: Motion by Commission Chair Nelson, seconded by Commissioner Johnson, to accept the May and June 2021 Monthly Provisional Appointment status reports. The motion was adopted unanimously (3 to 0).

7) Revise the Sacramento County Classification Plan as recommended by the 2020 Waste Management Operations Management Series Class Study

- Establish the Waste Management Assistant Superintendent class within the Waste Management Operations Management series
- Revise, including changes to the Minimum Qualifications, the following classes within the Waste Management Operations Management series
 - Waste Management Operations Supervisor
 - Waste Management Operations Manager
 - Waste Management Superintendent

ACTION: Motion by Commissioner Bloise, seconded by Chair Nelson, to adopt the Executive Officer's recommendations to: A) Establish the Waste Management Assistant Superintendent class within the Waste Management Operations Management series; B) Revise, including changes to the Minimum Qualifications, the following classes within the Waste Management Operations Management series: Waste Management Operations Supervisor, Waste Management Operations Manager, and Waste Management Superintendent; and C) Refer these actions to the Board of Supervisors for its concurrence.

The motion adopted unanimously (3 to 0).

8) Election of Commission Chair and Vice Chair for the 2021/22 Fiscal Year, pursuant to Civil Service Rule 14.9

ACTION: Commissioner Bloise nominated Commissioner Johnson as Chair for the 2021/22 fiscal year. Said nomination was unanimously adopted (3 to 0). Commissioner Johnson nominated Commissioner Bloise as Vice Chair for the 2021/22 fiscal year, and said nomination was adopted unanimously (3 to 0). Chair Elect Johnson requested that Immediate Past Chair Nelson preside over the remainder of the meeting for continuity purposes.

INFORMATIONAL MATTERS

(Non-action items)

9) Quarterly Status Report by the Department of Personnel Services on Classification Studies Previously Approved by the Civil Service Commission:

- Report for the Second Quarter of 2021

10) Executive Officer's Verbal Report to the Commission

Executive Officer Dowdin Calvillo reported that the Commission's next meeting will be

August 20, 2021 wherein Commissioners may consider recommendations to the County's Classification Plan as proposed by the following two class studies: 1) 2020 Construction and Labor Compliance series and 2) 2021 Sheriffs Series. She said that Commissioners may also hear a release from probation appeal. She reported that at the Commission's September 24 meeting, Commissioners may hear an allocation appeal and recognize former Commissioners Patricia Macht and Gordon Purdy for their recent service to the Commission.

Dowdin Calvillo informed Commissioners that she received one new exam disqualification appeal this week and that currently, there are four releases from probation, one exam disqualification, and one allocation appeal pending before the Commission.

Commissioners expressed the desire to conduct the August 20 and, if necessary, the September 24 meeting, via Zoom due to the widespread infection of the COVID 19 Delta variant.

ADJOURNMENT

Hearing no further business before the Commission, motion by Commissioner Bloise, seconded by Commissioner Johnson to adjourn the meeting. Motion was adopted unanimously (3 to 0) and the meeting was adjourned at 2:18 pm.

Adopted 20 Aug 2021