

Sacramento County Civil Service Commission
November 19, 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 the Commission Chair Mike Johnson at 1:30 on Friday, November 19, 2021.
- 2) Roll Call and Declaration of a Quorum: Roll was called by Commission Clerk Gina Volpi, and it was noted that Commissioners Nick Bloise, Mike Johnson, and Ron Suter were present, while Commissioner Bruce Nelson was absent. A quorum was declared.

PUBLIC COMMENT

- 3) Public Comment: None received.

CONSENT MATTERS

- 4) Adopt Commission Meeting Minutes
 - November 5, 2021 Regular Business Meeting
- 5) Receive and File Monthly and Quarterly Department of Personnel Services Reports
 - Promotional Exams & Late Applications: report for October 2021

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

SEPARATE MATTERS

- 6) Accept the Department of Personnel Services' Monthly Provisional Appointments Status Report
 - Report for October 2021
 - ACTION: Motion by Commissioner Suter, seconded by Commissioner Bloise, to accept the October 2021 Monthly Provisional Appointment status reports. The motion was adopted unanimously (3 to 0).

- Without objection, Commissioner Suter requested that DPS provide the following information with the next provisional appointment status report: 1) the number of candidates who took the exams listed in each monthly provisional appointment status report; 2) the number of candidates who passed each exam; and 3) the number of candidates scoring in the top three hiring ranks for said exam.

7) Revise the Sacramento County Classification Plan as recommended by the 2021 Sheriff Series Class Study

- Revise, without Changes to the Minimum Qualifications, the Deputy Sheriff Recruit Class within the Sheriff Series;
 - Revise, including Changes to the Minimum Qualifications, the following Classes within the Sheriff Series: Deputy Sheriff On Call; Deputy Sheriff; Sherriff's Sergeant; Sheriff's Lieutenant; Sheriff's Captain; and Sheriff's Chief Deputy
- ACTION: Motion by Commissioner Suter, seconded by Commissioner Johnson, to:
- 1) Revise, without Changes to the Minimum Qualifications, the Deputy Sheriff Recruit Class within the Sheriff Series;
 - 2) Revise, including Changes to the Minimum Qualifications, the following Classes within the Sheriff Series: Deputy Sheriff On Call; Deputy Sheriff; Sherriff's Sergeant; Sheriff's Lieutenant; Sheriff's Captain; and Sheriff's Chief Deputy;
 - 3) Refer this action to the Board of Supervisors for its concurrence.

The motion was unanimously adopted (4 to 0).

INFORMATIONAL MATTERS
(Non-action items)

8) Executive Officer's Verbal Report to the Commission

Executive Officer Dowdin Calvillo reported that the Commission's next meeting will be December 17 meeting. This meeting will be conducted in person so that Commissioners can hear two release from probation appeals in closed session. No class studies or other reports that require DPS staff attendance will be scheduled as is consistent with recent recommendations by the County's Health Officer. Commissioners will social distance and are asked to wear a mask inside the Board Chambers.

Commissioner Nelson will miss the next meeting, so it is imperative that the remaining three Commissioners attend or we will need to reschedule the meeting.

Dowdin Calvillo said, the Commission has two meetings scheduled for January – one on the 14th and another on the 28th. It is unknown at this time whether both meetings will be needed or whether or not they will be remote via Zoom or in-person.

Dowdin Calvillo informed Commissioners that she received one release from probation and one failed psychological evaluation appeal this week.

Currently, there are five releases from probation, one failed psychological evaluation, one allocation, and one exam disqualification appeal pending before the Commission.

ADJOURNMENT

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

Adopted: 17 Dec 2021