

Sacramento County Civil Service Commission  
March 11, 2022 ~ 1:30pm (Via Zoom)

ADOPTED  
ACTION MINUTES

**PROCEDURAL MATTERS**

- 1) Call to Order: The meeting was called to order by the Commission Chair Mike Johnson at 1:31 on Friday, March 11, 2022 via Zoom.
- 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, Bruce Nelson and Ron Suter were present. A quorum was declared.

Executive Officer Dowdin Calvillo announced that Item 7 is tentatively re- scheduled for Commission consideration at the April 29, 2021 meeting.

**PUBLIC COMMENT**

- 3) Public Comment: None received

**CONSENT MATTERS**

- 4) Adopt Commission Meeting Minutes
  - February 25, 2022 Regular Business Meeting

ACTION: Motion by Commissioner Suter, seconded by Commissioner Nelson, to adopt item 4 on consent. The motion was adopted unanimously (4 to 0).

**SEPARATE MATTERS**

- 5) Revise the Sacramento County Classification Plan as recommended by the 2021 Assistant District Attorney Class Study to:
  - Establish the Assistant District Attorney Class
  - Pursuant to Civil Service Rule 2.6(b), grant permanent status to one specified incumbent into the proposed Assistant District Attorney class

ACTION: Motion by Commissioner Suter, seconded by Commissioner Nelson, to adopt the Executive Officer's recommendations to, pursuant to the recommendations stemming from the 2021 Assistant District Attorney Class Study: 1) Establish the proposed Assistant District Attorney class; and 2) Refer this action to the Board of Supervisors for its concurrence. In addition, pursuant to Civil Service Rule 2.6(b), the grant permanent status to incumbent Michael Blazina into the proposed Assistant District Attorney class.

~~6) Revise the Sacramento County Classification Plan as recommended by the 2021 Dental Services Series Class Study to:~~

- ~~• Establish the Registered Dental Assistant class~~
- ~~• Revise, including changes to the minimum qualifications, the Dental Hygienist Class Specification~~

**INFORMATIONAL MATTERS**  
(Non-action items)

7) Executive Officer's Verbal Report to the Commission

Executive Officer Dowdin Calvillo expressed her gratitude and appreciation to the BOS Clerk and her staff for their assistance and much needed support with remote meetings conducted via telephone and Zoom over the past two years. She said the Commission meetings will return to in-person effective immediately.

She reported that the Commission's next meeting will be on April 29. Tentatively scheduled for this meeting are several sets of recommended revisions to the County's Classification Plan stemming from the 2022 SCERS; 2021 Dental Services Series; and 2021 Water Systems Series class studies.

For the Commission's May 27 meeting, Commissioners may hear proposed changes to the County's Classification Plan stemming from the 2021 Pathologist Assistant class study and will adopt the meeting schedule for the rest of 2022 and the first part of 2023.

She informed Commissioners that she received one medical disqualification appeal this week. Currently, there are two release from probation; one allocation; and one medical disqualification appeals pending before the Commission.

Executive Officer Dowdin Calvillo said this week she submitted initial comments to DPS staff for the proposed Sherriff's Pilot class study and received the SCERS class study for her preliminary review and comments.

**ADJOURNMENT**

Chair Johnson adjourned the meeting without objection at 1:48pm

*Adopted 13 May 2022*