

Sacramento County Civil Service Commission

April 11, 2025 ~ 1:30pm

ADOPTED ACTION MINUTES

PROCEDURAL MATTERS

- 1) Call to Order
The Meeting was called to order at 1:40pm by Vice Chairman Nick Bloise.
- 2) Flag Salute
- 3) Roll Call and Declaration of a Quorum
Roll was called by Commission Clerk Gina Volpi, and it was noted that commissioners, Nick Bloise, Sally Ly, and Noah Painter were present, and commissioners and Steve Booth and Bruce Nelson were absent. A quorum was declared.

Executive Officer Alice Dowdin Calvillo introduced Joe Angelo, the DPS Director, appointed on March 11. Joe started his new position on Monday, and he brings with him 13 years of executive human resources experience, most recently serving as the Chief People and Culture Officer for the Best Friends Animal Society in San Antonio, Texas.

PUBLIC COMMENT

- 4) Public Comment: None

CONSENT MATTERS

(Consent Matters are acted upon as one unit. Items removed from consent for discussion will be heard under Separate Matters.)

- 5) Adopt Commission Meeting Minutes
 - March 7, 2025 Regular Business Meeting Minutes
- 6) Receive and File Required Quarterly Department of Personnel Services Reports

A) Announced Promotional Exams and Accepted Late Exam Applications:
First Quarter of 2025 (Jan, Feb, and Mar)

B) Extended Eligible Lists: First Quarter of 2025 (Jan, Feb, and Mar)

ACTION: Motion by Commissioner Painter, seconded by Commissioner Ly to adopt Items 5 and 6 on consent. The motion was adopted unanimously (3 to 0).

SEPARATE MATTERS

(Non-consent items requiring action by the Commission)

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

- Report for March 2025

ACTION: Motion by Commissioner Ly, seconded by Commissioner Painter to accept item 7. The motion was adopted unanimously (3 to 0).

8) Revise the Sacramento County Classification Plan as Recommended by the 2024 Health Program Coordinator (HPC) Series Class Study to:

- Revise, including changes to the minimum qualifications, the following classes within the HPC Series
 - Health Program Coordinator
 - Senior Health Program Coordinator

ACTION: Motion by Commissioner Painter, seconded by Commissioner Ly to: 1) revise, including changes to the minimum qualifications, the following classes within the HPC Series: Health Program Coordinator; and Senior Health Program Coordinator; and 2) refer this action to the Board of Supervisors for its concurrence. The motion was adopted unanimously (3 to 0).

INFORMATIONAL MATTERS

(Non-action items)

9) Quarterly Status Report by the Department of Personnel Services on Continuous Exams

- Report for the First Quarter of 2025 (Jan, Feb, and Mar)

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

- Report for the First Quarter of 2025 (Jan, Feb, and Mar)

11) Executive Officer's Verbal Report to the Commission

Executive Officer Dowdin Calvillo reported that the Commission's next meeting is scheduled for May 23 when Commissioners will likely consider the budget for FY 2025-26. In addition, proposed revisions to the County's Classification Plan stemming from the 2025 Investment Officer series class study may be considered at this meeting and there may be a

hearing for a psychological evaluation failure appeal.

The Commission will then meet on June 13 at 10am instead of 1:30pm due to the unavailability of the Board Chambers that afternoon.

Since the last meeting, she said the Commission received one exam disqualification appeal, which was administratively resolved.

Currently, there are two release from probation, four failed psychological evaluation, one failed medical evaluation, and one eligible list appeals pending before the Commission.

Executive Officer Dowdin Calvillo also reported that since the last meeting, she received the 2025 Human Services Social Worker Masters Degree series class study for a preliminary review, and the revised 2022/2025 Child Support Specialist series class study for a secondary review. She also provided preliminary comments on the 2025 Investment Officer series class study. These are the only active class studies before the Commission at this time.

She also reported that she continues to work with the Employment Services Division and Commission Counsel on a proposed rule change to establish an alternative exam path for persons living with disabilities seeking employment with the County. This at the direction of the Board of Supervisors who adopted the concept at its December 10, 2024 meeting.

ADJOURNMENT

Seeing no further business before the Commission, without objection, Vice Chair Bloise adjourned the meeting at 1:52pm.

Adopted 23 May 2025