

**Regular Meeting Agenda  
Sacramento County Civil Service Commission  
December 12, 2025 ~ 1:30pm**

**LOCATION:** Sacramento County Board of Supervisors' Chambers<sup>1</sup>  
700 H Street, Sacramento, California 95814

**PROCEDURAL MATTERS**

- 1) Call to Order
- 2) Flag Salute
- 3) Roll Call and Declaration of a Quorum

**PUBLIC COMMENT**

- 4) Public Comment: At this time, anyone may address the Commission regarding any item that is *not* already scheduled on today's meeting agenda *and* is within the Commission's subject matter jurisdiction. The Commission may only act on such items as authorized by Government Code Section 54954.3 and Civil Service Commission Rule 14.13.

**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
  - November 14, 2025 Regular Business Meeting

**SEPARATE MATTERS**

(Non-consent items requiring action by the Commission)

- 6) Accept the Department of Personnel Services' Monthly Provisional Appointments Status Reports
  - Report for October 2025

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<sup>1</sup> The meeting facilities are accessible to persons with disabilities. Requests for interpreting services, assistive listening devices, or other considerations should be made through the County Disability Compliance Office at (916) 874-7642 or (916) 874-7647 (TTY) no later than five working days prior to the meeting. This meeting will not be live-streamed.

- 7) Revise the Sacramento County Classification Plan as Recommended by the 2025 Deputy Assessor Class Study to:
  - Establish the Deputy Assessor class
- 8) Revise the Sacramento County Classification Plan as Recommended by the 2025 Estate Property Series Class Study to:
  - Revise, including changes to the minimum qualifications, and retitle the Estate Inventory Specialist to Estate Inventory Specialist I/II class and
  - Revise, including changes to the minimum qualifications, the Estate Property Officer class
- 9) Revise the Sacramento County Classification Plan as Recommended by the 2025 Law Clerk Lv. I/II Class Study to:
  - Revise, including changes to the minimum qualifications, and retitle the Legal Research Assistant to Law Clerk Lv. I/II class

### **APPEAL HEARINGS**

- 10) Release from Probation (Civil Service Rule 12.3): *This hearing will be conducted in closed session pursuant to Government Code section 54957 (b)*
  - *Appeal No. 6429-25*
- 11) Eligible List (Civil Service Rule 6.2): *This hearing will be conducted in open session and is continued from the November 1, 2025 meeting pursuant to Civil Service Rule 14.16*
  - *Appeal No. 6403-23*

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

- 12) Executive Officer's Verbal Report to the Commission

### **ADJOURNMENT**