

**Sacramento County Civil Service Commission
January 31, 2025 ~ 1:30pm**

ADOPTED ACTION MINUTES

PROCEDURAL MATTERS

- 1) Call to Order
The Meeting was called to order at 1:32pm by Chairman Steve Booth.
- 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 Steve Booth, Nick Bloise, and Bruce Nelson were present, and commissioners Sally Ly and Noah Painter were absent. A quorum was declared.

PUBLIC COMMENT

- 4) Public Comment: None

CONSENT MATTERS

Executive Officer Alice Dowdin Calvillo requested that the Commission remove item 5 from the consent agenda as there is a correction. The Chair removed item 5 from consent.

- 5) Adopt Commission Meeting Minutes
 - December 13, 2024 Regular Business Meeting
- 6) Receive and File Required Quarterly Department of Personnel Services Reports

- A) Announced Promotional Exams and Accepted Late Exam Applications: Fourth Quarter of 2024 (Oct, Nov, and Dec)
- B) Extended Eligible Lists: Fourth Quarter of 2024 (Oct, Nov, and Dec)

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Bloise, to receive and file item 6. The motion was adopted unanimously (3 to 0).

ACTION: After the motion for item 6 was adopted, Executive Officer Dowdin Calvillo informed Commissioners that there was a typo on item 5 that has since been corrected. Motion by Commissioner Nelson, seconded by Commissioner Bloise, to approve the revised December 13, 2024 Regular Business Meeting Minutes. 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 December 2024

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

APPEAL HEARING

8) Exam Disqualification (Civil Service Rule 5.7): This hearing was conducted in open session per Government Code section 54957

- *Appeal 6420-24*

ACTION: Motion by Commissioner Bloise, seconded by Commissioner Nelson to: 1) find that the Appellant did demonstrate that DPS' decision to disqualify him from the Human Services Program Planner Exam was improper in that he did meet the educational requirement; and 2) grant the appeal. 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 Fourth Quarter of 2024 (Oct, Nov, and Dec)

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

- Report for the Fourth Quarter of 2024 (Oct, Nov, and Dec)

11) Executive Officer's Verbal Report to the Commission

Executive Officer Dowdin Calvillo reported that the Commission's next meeting is scheduled for February 14 when Commissioners may consider the budget for FY 2025-26 and may consider recommendations stemming from the 2024 Airport Fire series class study. With regards to the budget, the CEO's Office is expecting departments not to put forth any budget increases, not even to address the increase of allocated costs.

The Commission will then meet on either March 7 and/or 21 depending on what items are ready to come before the Commission at those times.

Since the last meeting, she said the Commission received two release from probation appeals, both of which cannot be accepted as they were not timely filed.

Currently, there are four release from probation, three failed psychological evaluations, and one eligible list appeal pending before the Commission.

Executive Officer Dowdin Calvillo also reported that since the last meeting, she provided comments on the revised 2024 Health Program Coordinator class study.

Ms. Dowdin Calvillo also discussed SB 1100 (enacted Jan 1, 2025) and said that DPS is working on a compliance proposal to ensure those class specifications which do not require driving as a duty are amended to delete any CDL requirement. She reminded Commissioners that any changes to class specifications must be approved by the Commission and the Board of Supervisors; however, she was certain a plan could be developed to move those class changes quickly through the Commission via the consent agenda. She suggested that DPS could prepare a brief report listing the title of each affected class, whether or not that classification was represented, and a one to two sentence description of each class. Chair Booth echoed Ms. Dowdin Calvillo's comments.

ADJOURNMENT

Seeing no further business before the Commission, without objection, Chair Booth adjourned the meeting at 2:31pm.

Adopted March 7, 2025