

**Regular Meeting Agenda
Sacramento County Civil Service Commission
October 31, 2025 ~ 1:30pm**

LOCATION: Sacramento County Board of Supervisors' Chambers¹
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
 - August 29, 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: Third Quarter of 2025 (Jul/Aug/Sep)
 - B) Extended Eligible Lists: Third Quarter of 2025 (Jul/Aug/Sep)

¹ 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.

SEPARATE MATTERS

(Non-consent items requiring action by the Commission)

- 7) Accept the Department of Personnel Services' Monthly Provisional Appointments Status Reports
 - Reports for August and September 2025
- 8) Revise the Sacramento County Classification Plan as Recommended by the 2025 Executive Assistant to the Board of Supervisors Class Study to:
 - Revise, including changes to the minimum qualifications, and retitle the Secretary to the Board of Supervisors to Executive Assistant to the Board of Supervisors
 - Abolish the August 24, 2022 Secretary to Member of Board of Supervisors eligible list and the Secretary to Member of Board of Supervisors (transfer List; established October 1, 2008)
- 9) Revise the Sacramento County Classification Plan as Recommended by the 2025 Human Services Social Worker - Master's degree Class Study to:
 - Revise, including changes to the minimum qualifications, the following classes
 - Human Services Social Worker - Master's degree
 - Human Services Social Supervisor - Master's degree
- 10) Revise the Sacramento County Classification Plan as Recommended by the 2025 Attorney - Child Support Services Series Class Study to:
 - Revise, including changes to the minimum qualifications, the Principal Attorney – Child Support Services class;
 - Revise, including changes to the minimum qualifications, and retitle the Attorney – Child Support Services Levels I-V to Attorney – Child Support Services Levels I-IV;
 - Establish the Supervising Attorney – Child Support Services class within the Attorney - Child Support Services Series

INFORMATIONAL MATTERS

(Non-action items)

- 11) Quarterly Status Report by the Department of Personnel Services on Continuous Exams
 - Report for the Third Quarter of 2025 (Jul/Aug/Sep)

- 12) Quarterly Status Report by the Department of Personnel Services on Classification Studies Previously Approved by the Civil Service Commission
 - Report for the Third Quarter of 2025 (Jul/Aug/Sep)
- 13) Executive Officer's Verbal Report to the Commission

ADJOURNMENT