

MINUTES

**Sacramento County Civil Service Commission Meeting
700 H Street, Suite 1450
Sacramento, California 95814**

September 8, 2006

The Commission convened for its regularly scheduled meeting at 1:35 p.m. on Friday, September 8, 2006, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Johnson, Meegan, Meredith, and Bruce Nelson were present. Commissioner Raymond Nelson was absent.

Chairperson Bruce Nelson on behalf of the Commission introduced and welcomed new Commissioner David Meegan.

CONSENT CALENDAR

(Matters on the consent calendar are acted upon as one motion.)

A. Minutes 8/25/06

ACTION: By unanimous vote of those present, approved the Consent Calendar.

SEPARATE MATTERS

B. Departmental Requests To Extend Provisional Appointments

(1) Department Of Health And Human Services – Raymond Reis, In The Class Of Information Technology Division Chief

(2) Department Of Human Assistance – Joshua Brantley, In The Class Of Veteran's Claims Representative

ACTION: By unanimous vote of those present, extended the above provisional appointments for five months and 29 days from their respective dates of expiration or until 20 days after the eligible lists are established, whichever occurs sooner.

C. Appeals Pursuant To Civil Service Rule 4.2, Application Rejections

(1) Maria Sandoval – Appeal from Rejection Of Application For the Senior Accountant Examination, Failure To Demonstrate Minimum Qualifications

ACTION: By unanimous vote of those present, continued to October 13, 2006.

D. Department Of Personnel Services Proposed Revisions To The Class Of Emergency Operations Coordinator, Inclusive Of Revising The Minimum Qualifications, And Inclusive Of A 12-Month Probationary Period (Continued From 8/11 & 8/25/06 At The Request Of DPS)

ACTION: By unanimous vote of those present, approved the revisions to the Emergency Operations Coordinator class, as recommended by Department of Personnel Services in their amended report dated July 20, 2006, but amended by the Commission at the meeting as follows:

1.) In the Minimum Qualifications section –

“Two of the five years **should be** in a management position”

2.) Change “**should be**” to:

“Two of the five years **of which were** in a management position”

E. Department Of Personnel Services And Municipal Services Agency Proposed New Class Of Code Enforcement Manager, Inclusive Of A 12-Month Probationary Period

ACTION: By unanimous vote of those present, adopted the Code Enforcement Manager class, as recommended by Department of Personnel Services in their report dated July 20, 2006, with amendment by the Commission as follows, and with the understanding that this class would be brought back for revision within one (1) year's time, along with the anticipated revisions to the *Principal Code Enforcement Officer* class study:

1.) Change requested 12-month probation to a 6-month probationary period.

F. Department Of Personnel Services And Municipal Services Agency Proposed New Class Of Water Treatment Plant Manager II, Inclusive Of A 12-Month Probationary Period

ACTION: By unanimous vote of those present, adopted the Water Treatment Manager II class, as recommended by Department of Personnel Services in their July 20, 2006 report.

G. Appeals Of Darlene Bren and Gina Radye From Allocation Of Positions To Child Support Officer II In The Family Support Series Classification Study; And Request For Reallocation Of Positions To Child Support Officer III (Continued From 8/25/2006)

ACTION: By unanimous vote of those present, denied the appeals.

H. Commission Discussion Regarding Review Of The Information Packet And Instructions Provided To The Hearing Officers To Better Ensure That Sufficient Information Is Presented In The Proposed Decisions And That The Proposed Decisions Comport With Sections 11 And 12 Of The Civil Service Rules (Continued From 7/14, 7/28, 8/11 & 8/25/2006)

ACTION: By unanimous vote of those present, and at the request of Department of Personnel Services, continued to the October 13, 2006 meeting.

ADJOURNMENT

There being no further business to come before the Commission and by unanimous vote of those present, the meeting was adjourned at 5:01 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, September 29, 2006, in Suite 1450 at 700 H Street, Sacramento.

Respectfully Submitted:

Approval Recommended:

 /S/
Jeanette King,
Office Specialist II (C)

 /S/
Leslie Leahy,
Executive Officer

APPROVED:

 /S/
Bruce Nelson,
Chairperson