

# MINUTES

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

May 2, 2008

The Commission convened for its regularly scheduled meeting at 1:31 p.m. on Friday, May 2, 2008, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Bowler, Johnson, Meredith and Nelson were present. Commissioner Meegan was absent.

## CONSENT CALENDAR

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

- A. **Minutes 4/4/08** (*Continued from 4/18/08*)
- G. **Receive And File Department Of Personnel Services Quarterly Report Of Promotional Examinations And Late Applications For The Period January, February And March 2008** (*Continued from 4/18/08*)
- H. **Receive And File Department Of Personnel Services Quarterly Report Of Eligible Lists Extended For The Period January, February And March 2008** (*Continued from April 18, 2008*)
- I. **Receive And File Department Of Personnel Services Monthly Status Report On Exempt Student Classes (March)** (*Continued from 4/18/08*)

ACTION: On a motion by Commissioner Nelson and by unanimous vote of those present, item H was removed from Consent for discussion and action as a Separate Matter.

ACTION: By unanimous vote of those present, approved the Consent Calendar (Items A, G, I).

## SEPARATE MATTERS

- B. **Departmental Requests To Extend Provisional Appointments – NONE**
- C. **Appeals Pursuant To Civil Service Rule 4.2, Application Rejections – NONE**
- D. **CLOSED SESSION: The Appeal Of ... From Release Of Probation As A Park Maintenance Worker I With The Department Of Regional Parks, Municipal Services Agency**

ACTION: At the request of the appellant, the Commission convened and acted on this

matter in closed session. By the following vote, the Commission adopted as the decision of the Civil Service Commission, County of Sacramento, State of California, the hearing officer's findings of fact, conclusions of law and order denying the appeal:

AYES: Commissioners Bowler, Meredith, Johnson and Nelson  
NOES: None  
ABSTAIN: None  
ABSENT: Commissioner Meegan

**E. CLOSED SESSION: The Appeal Of ... From Discipline, Termination As A Human Services Social Worker – Masters Degree, With Department Of Health And Human Services**

ACTION: At the request of the appellant, the Commission convened and acted on this matter in closed session. By the following vote, the Commission adopted as the decision of the Civil Service Commission, County of Sacramento, State of California, the hearing officer's findings of fact, conclusions of law, and order deeming the appeal abandoned and dismissing the appeal.

AYES: Commissioners Bowler, Meredith, Johnson, and Nelson  
NOES: None  
ABSTAIN: None  
ABSENT: Commissioner Meegan

**F. AMENDED Department Of Personnel Services Proposed New Class Of Employee Benefits Supervisor, Inclusive Of A Twelve Month Probationary Period; Proposed Revisions To The Employee Benefits Manager Class, Inclusive Of Minimum Qualifications And A Twelve Month Probationary Period; And Request To Grant Status To Study Incumbents In Accordance With Civil Service Rule 2.6 (c) (1)**  
*(Continued from 3/7, 3/21 and 4/4/08)*

ACTION: By unanimous vote of those present, took the following action as recommended by Department of Personnel Services in their February 27, 2008, report, as revised in their March 19 addendum and March 27 2<sup>nd</sup> addendum reports, as amended in their April 15 report in response to Commission direction, and as further amended during the public hearing:

1. Approved the new class of Employee Benefits Supervisor, Inclusive of a *Six Month* Probationary Period.
2. Approved revisions to the Employee Benefits Manager class, Inclusive of a *Six Month* Probationary Period, but modified the minimum qualifications so that it reads:

**Minimum Qualifications**

*Possession of a Bachelor's degree or higher from an accredited college or university in business or public administration, human resources management, psychology, labor relations or a field closely related to the intent of the class.*

3. Granted permanent status to study incumbent, Corrie Center, in the new class of Employee Benefits Supervisor.

**H. Receive And File Department Of Personnel Services Quarterly Report Of Eligible Lists Extended For The Period January, February And March 2008** *(Continued from April 18, 2008)*

This item was removed from the Consent Calendar for discussion.

ACTION: By unanimous vote of those present, received and filed.

**J. Receive And File Department Of Personnel Services Monthly Status Report On Provisional Appointments (March)** *(Continued from 4/18/08)*

ACTION: By unanimous vote of those present, received and filed.

**K. Open Session: Discussion Regarding Information From Department Of Personnel Services That Would Be Of Assistance In Commission Consideration Of Appeals From Written Examinations** *(Continued from 2/22, 3/7 and 4/18/08)*

ACTION: By unanimous vote of those present, continued to May 16, 2008.

**ADJOURNMENT**

There being no further business to come before the Commission and by unanimous vote of those present, the meeting was adjourned at 2:25 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, May 16, 2008, in Suite 1450 at 700 H Street, Sacramento.

Respectfully Submitted:

Approval Recommended:

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/S/  
Sheri Dyer,  
Executive Secretary

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/S/  
Leslie Leahy,  
Executive Officer

APPROVED:

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/S/  
Bruce Nelson,  
Chairperson