

MINUTES

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

October 24, 2008

The Commission convened for its regularly scheduled meeting at 1:34 p.m. on Friday, October 24, 2008, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Bowler, Johnson, Nelson, and Meredith were present. Commissioner Suter was absent.

CONSENT CALENDAR

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

- A. **Minutes 10/10/08**
- D. **Receive And File Department Of Personnel Services Monthly Status Report On Exempt Student Classes (September)**
- F. **Receive And File Department Of Personnel Services Quarterly Report Of Promotional Examinations And Late Applications For The Period July, August And September 2008**
- G. **Receive And File Department Of Personnel Services Quarterly Report Of Eligible Lists Extended For The Period July, August And September 2008**

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

SEPARATE MATTERS

- B. **Departmental Requests To Extend Provisional Appointments - NONE**
- C. **Appeals Pursuant To Civil Service Rule 4.2, Application Rejections – (1) James Briody, Workforce/Career Assessment Supervisor Examination**

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

- E. **Receive And File Department Of Personnel Services Monthly Status Report On Provisional Appointments (September)**

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

- H. **Department Of Personnel Services And Department Of Transportation, Municipal Services Agency: Proposed Revision To Correct An Error In The Senior Highway Maintenance Manager Class Specification**

ACTION: By unanimous vote of those present, took the following action correcting the Senior Highway Maintenance Manager class specification as submitted by Department of Personnel Services on October 2, 2008 and further amended in the revised specification provided to the Commission during the public meeting:

1. **Approved** substitution of the word *Manager* for *Senior Highway Maintenance Supervisor* in the second paragraph under Distinguishing Characteristics so that it correctly reads:

This class is distinguished from the next lower class of Highway Maintenance Manager in that the latter's class functions as managers over discrete maintenance programs rather than a maintenance section.

2. **Approved** substitution of the word *Manager* for *Supervisor II* in the third pattern (3a.) under Minimum Qualifications so that it correctly reads:

3a. Three (3) years of full-time paid experience in the private or public sector performing essential functions equivalent to the Highway Maintenance Manager, Traffic Signal and Lighting Op Manager, or Traffic Signs and Markings Manager.

And

3b. A Bachelor's degree from an accredited college or university with major course work in Business, Public Administration, Civil Engineering, or a management related field.

OTHER

Commissioner Bowler requested that a matter be set for the next full quorum meeting to discuss amending Civil Service Rule, Sections 11 and 12 to allow Commission review of hearing transcripts as well as the hearing officer proposed decisions during its consideration and final determination on discipline and release of probation appeals. Additionally, the Executive Officer and Commission Counsel were asked to provide advice on the process, restrictions, and historical information related to rule amendment. Leslie Leahy, Executive Officer confirmed the matter would be scheduled for the first possible full quorum meeting.

ADJOURNMENT

There being no further business to come before the Commission and by unanimous vote of those present, the meeting was adjourned at 3:34 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, November 7, 2008, in Suite 1450 at 700 H Street, Sacramento.

Respectfully Submitted:

Approval Recommended:

/S/

Sheri Dyer,
Executive Secretary

/S/

Leslie Leahy,
Executive Officer

APPROVED:

/S/

Gregory Meredith,

Chairperson