

MINUTES

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

May 6, 2011

The Commission convened for its regularly scheduled meeting at 1:30 p.m. on Friday, May 6, 2011, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Bowler, Meredith, and Suter were present. Commissioner Nelson arrived during Item I. Commissioner Johnson was absent.

CONSENT CALENDAR

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

- A. **Minutes 4/8/11** (*Continued from 4/22/11*)
- E. **Receive And File: Department Of Personnel Services Monthly Status Report On Exempt Student Classes For *March*** (*Continued from 4/22/11*)
- F. **Receive And File: Department Of Personnel Services Monthly Status Report On Promotional Examinations And Late Applications For *March*** (*Continued from 4/22/11*)
- G. **Receive And File: Department Of Personnel Services Quarterly Report On Eligible List Extended For The Period January, February And March 2011** (*Continued from 4/22/11*)

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** *None*
- D. **Receive And File: Department Of Personnel Services Monthly Status Report On Provisional Appointments For *March*** (*Continued from 4/22/11*)

ACTION: By unanimous vote of those present, Received and Filed.

- H. **CONTINUED Department of Personnel Services Amended Request To Approve Revisions To The Classes Of Supervising Code Enforcement Officer; Senior Code Enforcement Officer; And Code Enforcement Officer (Level I/II), Each Inclusive Of Revising The Minimum Qualifications, And Request To Maintain The Current 12-Month Probationary Period For Each Class** (*Continued from 2/4/11*)

ACTION: By unanimous vote of those present, approved revisions to the classes of Supervising Code Enforcement Officer, Senior Code Enforcement Officer, and Code Enforcement Officer (Level I/II), inclusive of Minimum Qualifications and Maintaining the Twelve Month Probationary Periods for each class as recommended by Department of Personnel Services in their report dated April 11, 2011.

I. Fiscal Year 2011 – 2012 Proposed Civil Service Commission Budget

(Continued from 3/11/11 & 4/8/11)

As requested during the April 8, 2011 meeting, Mr. David Devine, Director of Department of Personnel Services (DPS) was present to discuss with the Commission, the impact underfunding the Commission will have on DPS and other County departments.

ACTION: By unanimous vote of those present, approved the Fiscal Year 2011 -2012 Civil Service Commission Budget as currently funded with the restoration of financing in the Revised General Fund Allocation released by the County Executive.

J. Continued Countywide Clerical Classification Study Phase I - Department of Personnel Services Amended Proposed New Classes Of Senior Victim/Witness Claims Specialist And Victim/Witness Claims Specialist, And Request To Grant Status To Study Incumbents, Pursuant To Civil Service Rule 2.6 *(Continued from 10/22/10 & 2/4/11)*

ACTION: By unanimous vote of those present, approved the new classes of Senior Victim/Witness Claims Specialist and Victim/Witness Claims Specialist, and Granted Status to the Study Incumbents as recommended by Department of Personnel Services in their *Continued Request* report dated April 4, 2011.

OTHER

Commissioner Suter introduced and welcomed the Commission's newly appointed Counsel, Ms. Lisa Travis.

ADJOURNMENT

There being no further business to come before The Commission and by unanimous vote of those present, the meeting was adjourned at 2:06 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, May 20, 2011, in Suite 1450 at 700 H Street, Sacramento.

Respectfully Submitted:

Approval Recommended:

/S/
Jeanette King,
Civil Service Specialist

/S/
Leslie Leahy,
Executive Officer

APPROVED:

/S/
Ron Suter,
Chairperson