

# MINUTES

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

**August 19, 2011**

The Commission convened for its regularly scheduled meeting at 1:31 p.m. on Friday, August 19, 2011, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Bowler, Johnson, Purdy, Nelson and Suter were present.

## CONSENT CALENDAR

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

- A. **Minutes 7/8/11** (*Continued from 7/22 & 8/5/11*)
- E. **Receive And File: Department Of Personnel Services Monthly Status Report On Exempt Student Classes For *June*** (*Continued from 7/22 & 8/5/11*)
- F. **Receive And File: Department Of Personnel Services Monthly Status Report On Promotional Examinations And Late Applications For *June*** (*Continued from 7/22 & 8/5/11*)
- G. **Receive And File: Department Of Personnel Services Quarterly Report On Eligible Lists Extended For The Period *April, May, And June, 2011*** (*Continued from 7/22 & 8/5/11*)
- J. **Receive And File: Department Of Personnel Services Monthly Status Report On Exempt Student Classes For *July***
- K. **Receive And File: Department Of Personnel Services Monthly Status Report On Promotional Examinations And Late Applications For *July***

At the request of Commissioner Johnson, and by unanimous vote, Item K was removed from the Consent Calendar for discussion.

**ACTION:** By unanimous vote, approved the Consent Calendar, (Items A, E, F, G, and J).

## SEPARATE MATTERS

- B. **Departmental Requests To Extend Provisional Appointments** *NONE*
- C. **Appeals Pursuant To Civil Service Rule 4.2, Application Rejections**
  - 1) **Shugen Pan – Associate Civil Engineer – Sanitary Engineering Option**  
(*WITHDRAWN*)
- D. **Receive And File: Department Of Personnel Services Monthly Status Report On Provisional Appointments For *June*** (*Continued from 7/22 & 8/5/11*)

**ACTION:** By unanimous vote, Received and Filed.

**H. Department Of Personnel Services Proposed Revisions To The Classes Of Senior Stationary Engineer; Stationary Engineer II; And, Stationary Engineer I; Inclusive Of Revising The Minimum Qualifications Of Each Class**

**ACTION:** By unanimous vote, approved revisions to the classes of a Senior Stationary Engineer, Stationary Engineer II, and Stationary Engineer I, each inclusive of revising the Minimum Qualifications as recommended by Department of Personnel Services (DPS) in their initial request dated July 15, and as revised in the DPS *Amendments* report dated August 18, 2011 amending the following Stationary Engineer II classification specification duty statement:

- Resolves informal employee ~~complaints~~ concerns, provides input to supervisor on employee performance and informs supervisor of conduct problems.

**I. Receive And File: Department Of Personnel Services Monthly Status Report On Provisional Appointments For July**

**ACTION:** By unanimous vote, Received and Filed.

**K. Receive And File: Department Of Personnel Services Monthly Status Report On Promotional Examinations And Late Applications For July**

This item was removed from the Consent Calendar for discussion.

**ACTION:** By unanimous vote, Received and Filed.

**ADJOURNMENT**

There being no further business to come before The Commission and by unanimous vote of those present, the meeting was adjourned at 1:57 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, September 9, 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/  
Bruce Nelson,  
Chairperson