

**Sacramento County Civil Service Commission**  
**May 15, 2026 ~ 1:30pm**

**LOCATION:** Sacramento County Board of Supervisors' Chambers<sup>1</sup>  
700 H Street, Sacramento, California

**PROCEDURAL MATTERS**

- 1) Call to Order
- 2) Flag Salute
- 3) Roll Call and Declaration of a Quorum

**PUBLIC COMMENT**

- 4) Public Comment: At this time, anyone may address the Commission regarding any item that is *not* already scheduled on today's meeting agenda *and* is within the Commission's subject matter jurisdiction. The Commission may only act on such items as authorized by Government Code Section 54954.3 and Civil Service Commission Rule 14.13.

**CONSENT MATTERS**

(Consent Matters are acted upon as one unit. Items removed from consent for discussion will be heard under Separate Matters.)

- 5) Adopt Commission Meeting Minutes
  - March 27, 2026 Regular Business Meeting Minutes
- 6) Receive and File Required Quarterly Department of Personnel Services Reports
  - A) Announced Promotional Exams and Accepted Late Exam Applications: First Quarter of 2026 (Jan, Feb, and Mar)
  - B) Extended Eligible Lists: First Quarter of 2026 (Jan, Feb, and Mar)
- 7) Adopt the Commission's Meeting Schedule for the 2026/27 Fiscal Year

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<sup>1</sup> The meeting facilities are accessible to persons with disabilities. Requests for interpreting services, assistive listening devices, or other considerations should be made through the County Disability Compliance Office at (916) 874-7642 or (916) 874-7647 (TTY) no later than five working days prior to the meeting. This meeting will not be live-streamed.

## APPEAL HEARING

- 8) Exam Disqualification (Civil Service Rule 5.7): This hearing will be conducted in open session per Government Code section 54957
- *Appeal 6443-26*

## SEPARATE MATTERS

(Non-consent items requiring action by the Commission)

- 9) Accept the Department of Personnel Services' Monthly Provisional Appointments Status Reports
- Reports for March and April 2026
- 10) Revise the Sacramento County Classification Plan as Recommended by the 2025 Process Server Series Class Study to:
- Revise, including changes to the minimum qualifications, the Process Server class
  - Abolish the Supervising Process Server class
- 11) Revise the Sacramento County Classification Plan as Recommended by the 2026 Criminalist Series Class Study to:
- Revise, including changes to the minimum qualifications, the following classes within the Criminalist Series
    - Forensic Lab Technician
    - Criminalist Lv. I-IV
    - Supervising Criminalist
    - District Attorney's Lab of Forensic Services Director
- 12) Revise the Sacramento County Classification Plan as Recommended by the 2026 Office Assistant and Office Specialist series Class Study to:
- Revise, including changes to the minimum qualifications, and retitle the following classes
    - Office Assistant I/II to Office Assistant
    - Office Specialist I/II to Office Specialist
  - Revise, including changes to the minimum qualifications, the following classes
    - Senior Office Assistant
    - Senior Office Specialist

- Abolish the following lists, as directed
  - Senior Office Assistant
  - Office Specialist I/II
  - Senior Office Specialist
- Retitle the following lists, as directed
  - Office Assistant I/II to Office Assistant
- Retitle the following transfer lists, as directed
  - Office Assistant I/II to Office Assistant
  - Office Specialist I/II to Office Specialist

13) Special Election of Commission Chair and Vice Chair for the remainder of the 2025/26 Fiscal Year

### **INFORMATIONAL MATTERS**

(Non-action items)

14) Quarterly Status Report by the Department of Personnel Services on Classification Studies Previously Approved by the Civil Service Commission

- Report for the First Quarter of 2026 (Jan, Feb, and Mar)

15) Executive Officer's Verbal Report to the Commission

### **ADJOURNMENT**