

**Sacramento County Civil Service Commission
August 21, 2015**

**ADOPTED
ACTION MINUTES**

LOCATION: Sacramento County Board of Supervisors' Chambers
700 H Street, Sacramento, California 95814

PROCEDURAL MATTERS

- 1) Call to Order: The meeting was called to order by Commission Ronald Suter at 1:30pm in the Chambers of the Sacramento County Board of Supervisors.
- 2) Pledge of Allegiance: Chair Suter led the Pledge of Allegiance.
- 3) Roll Call and Declaration of a Quorum: Roll was called by Civil Service Specialist Jeanette King, and it was noted that Chair Suter and Commissioners Michael Johnson and Gordon Purdy were present and that Commissioners Bruce Nelson and Patricia Macht were absent. A quorum was declared.

PUBLIC COMMENT

- 4) Public Comment: None received

CONSENT MATTERS

- 5) Adoption of Commission Meeting Minutes:
 - A) *July 24, 2015 Regular*
 - B) *July 24, 2015 Closed Session (Confidential)*
- 6) Reports: The following status reports were prepared and presented by Department of Personnel Services staff for receipt and filing:
 - A) *Student Class Appointments*: report for July 2015
 - B) *Promotional Exams and Late Applications*: report for July 2015

ACTION: Motion by Commissioner Johnson, seconded by Commissioner Purdy to adopt items 5 and 6 on consent. The motion was adopted unanimously (3 to 0).

TIMED MATTERS

- 7) 1:35pm: Appeal Hearing – Exam Disqualification (Civil Service Rule 5.7)

Appeal No. 6058-15

ACTION: Commissioner Johnson moved to GRANT the instant appeal and direct the Director to accept and score the Appellant’s exam application. Commissioner Purdy seconded the motion, and it was adopted unanimously (3 to 0).

- 8) 2pm Appeal Hearing – Employment Disqualification for Failure to Pass a Psychological Exam as Required by Government Code Section 1031 (f) (Civil Service Rules 4.7 and 4.9)

Appeal No. 6053-15

ACTION: Commissioner Purdy moved to DENY the instant appeal because it could not be found that the Appellant is free from any emotional or mental condition which might adversely affect the exercise of the powers of a peace officer as required by Government Code Section 1031(f). Commissioner Johnson seconded the motion, and it was adopted unanimously (3 to 0).

SEPARATE MATTERS

- 9) Reports: The following report was prepared and presented by the Department of Personnel Services.

Provisional Appointments: report for July 2015

ACTION: Motion by Commissioner Johnson, seconded by Commissioner Purdy, to accept and file the aforementioned report. The motion was adopted unanimously (3 to 0).

- 10) Unfinished Business: NONE

- 11) New Business: NONE

INFORMATIONAL MATTERS

12) Executive Officer’s Report: This was a verbal presentation to the Commission

Executive Officer Dowdin Calvillo reported that for the September 11 meeting, she has one request to grant a provisional appointment extension. For the September 25 meeting, she said that there are three tentative class studies scheduled for approval: 1) Child Support Services series; 2) Code Enforcement Chief; and 3) Business License Inspector. In addition, she has one exam evaluation appeal hearing scheduled for this meeting.

She also conveyed that the Commission received one new release from probation appeal this week and that currently, there are two allocations, two releases from probation, one exam evaluation, and one disciplinary appeal pending before the Commission.

Lastly, Executive Officer Dowdin Calvillo told Commissioners that she has several documents that are due to the County CEO regarding the Commission’s final budget for the 2015/16 FY (no changes to the amount approved by the Commission in May), so she will be working on those in the next few weeks.

ADJOURNMENT

ACTION: With no further business pending before the Commission, Commissioner Johnson moved to adjourn the meeting. Commissioner Purdy seconded the motion, and it was adopted unanimously (3 to 0). Chair Suter then adjourned the meeting at 2:49pm.

Respectfully Submitted:

Approval Recommended:

Jeanette King
Civil Service Specialist

Alice Dowdin Calvillo
Executive Officer

APPROVED:

Ronald Suter
Chair