

**Sacramento County Civil Service Commission Meeting
December 18, 2020 ~ 1:30pm (Teleconference)**

ADOPTED
ACTION MINUTES

Executive Officer Alice Dowdin Calvillo read the following into the record: "In compliance with directives of the County, State, and Centers for Disease Control and Prevention, this meeting was streamed live and closed to the public. Members of the public were encouraged to participate in the meeting by submitting written comments electronically."

PROCEDURAL MATTERS

- 1) Call to Order: The meeting was called to order by Commission Chair Bruce Nelson at 1:53pm, on Friday, December 18, 2020.
- 2) Pledge of Allegiance: Skipped
- 3) Roll Call and Declaration of a Quorum: Roll was called by Commission Clerk Gina Volpi, and it was noted that Commission Chair Nelson and Commissioners Nick Bloise, Mike Johnson, Gordon Purdy, and Ron Suter were present. A quorum was declared.

Commissioner Suter requested to move Agenda Item 9 before 8. The request was granted without objection by Chair Nelson.

Chair Nelson then congratulated Executive Officer Alice Dowdin Calvillo on her election to Auburn City Council and announced that former Commissioner Bernard Bowler is recovering from open heart surgery.

PUBLIC COMMENT

- 4) Public Comment: None

CONSENT MATTERS

- 5) Adopt Commission Meeting Minutes:

November 20, 2020 Regular Business Meeting

- 6) Receive and File Monthly and Quarterly Department of Personnel Services Reports:

- A) *Student Class Appointments: report for November 2020*
- B) *Promotional Exams & Late Applications: report for November 20*

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

SEPARATE MATTERS

(Non-consent items requiring action by the commission)

7) Accept the Department of Personnel Services' Monthly Provisional Appointments Status Reports:

Report for November 2020

ACTION: Motion by Commissioner Johnson, seconded by Commissioner Nelson, to accept the Department of Personnel Services' Monthly Provisional Appointments Status Report for November 2020. The motion was adopted unanimously (5 to 0).

8) Revise the Sacramento County Classification Plan as recommended by the 2020 Sacramento County Airport Fire class study to:

- *Revise, including changes to the minimum qualifications, and retitle the following classes within the Sacramento County Airport Fire series:*
 - *Firefighter Aircraft Rescue and Firefighting Level I/II to Firefighter, Sacramento County Airport Fire;*
 - *Fire Captain, Aircraft Rescue and Firefighting to Fire Captain, Sacramento County Airport Fire;*
 - *Fire Battalion Chief, Aircraft Rescue and Firefighting to Fire Battalion Chief, Sacramento County Airport Fire; and*
 - *Fire Chief, Aircraft Rescue and Firefighting to Fire Chief, Sacramento County Airport Fire;*

- *Establish the proposed class of Fire Engineer, Sacramento County Airport Fire within the Sacramento County Airport Fire series.*

ACTION: Commissioner Johnson recused himself from discussion and action on the Firefighter, ARFF and Fire Captain, ARFF classes as he is a paying member of Sacramento Area Fire Fighters, Local 522. As a result, there were two separate actions taken with regards to the recommendations stemming from this class study.

Motion No. 1:

Motion by Commissioner Purdy, seconded by Commissioner Bloise, to approve DPS' recommendations stemming from the 2020 Sacramento County Airport Fire series class study, dated October 28, 2020, as follows:

- A) Revise, including changes to the minimum qualifications, and retitle the following classes within the Sacramento County Airport Fire series:
 - Fire Battalion Chief, Aircraft Rescue and Firefighting to Fire Battalion Chief, Sacramento County Airport Fire; and
 - Fire Chief, Aircraft Rescue and Firefighting to Fire Chief, Sacramento County Airport Fire;

- B) Establish the proposed class of Fire Engineer, Sacramento County Airport Fire within the Sacramento County Airport Fire series;

- C) Amend the Certificate Requirement in each affected classification specification, including for the proposed Fire Engineer class, to delete the reference to the California State Department of Health and replace it with the California State Emergency Medical Services Authority as the agency responsible for issuing valid EMT certificates to candidates;
- D) Pre-authorize the abolishment of the Fire Battalion Chief, Sacramento County Airport Fire eligible list once the aforementioned actions are approved by the Sacramento County Board of Supervisors; and
- E) Refer these actions to the Board of Supervisors for its approval

Motion No. 1 was adopted unanimously, (5 to 0).

Motion No. 2

Motion by Commissioner Bloise, seconded by Commissioner Purdy, to approve DPS' recommendations stemming from the 2020 Sacramento County Airport Fire series class study, dated October 28, 2020, as follows:

- A) Revise, including changes to the minimum qualifications, and retitle the following classes within the Sacramento County Airport Fire series:
 - Firefighter Aircraft Rescue and Firefighting Level I/II to Firefighter, Sacramento County Airport Fire; and
 - Fire Captain, Aircraft Rescue and Firefighting to Fire Captain, Sacramento County Airport Fire;
- B) Amend the Certificate Requirement in each affected classification specification to delete the reference to the California State Department of Health and replace it with the California State Emergency Medical Services Authority as the agency responsible for issuing valid EMT certificates to candidates;
- C) Pre-authorize the abolishment of the Firefighter, Sacramento County Airport Fire Level I/II and Fire Captain, Sacramento County Airport Fire eligible lists once the aforementioned actions are approved by the Sacramento County Board of Supervisors; and
- D) Refer these actions to the Board of Supervisors for its approval

Motion No. 2 was adopted 4 to 0 (Johnson recused).

9) Take the following actions as they relate to the 2020 Fleet Services class study.

- *Pursuant to Civil Service Rule 2.6(b), grant permanent status to: one specified individual into the new Senior Automotive Technician class and one specified individual into the new Fleet Supervisor class.*
- *Pursuant to Civil Service Rule 2.6(c), grant probationary status to one specified individual into the new Senior Automotive Technician class.*

ACTION: Motion by Commissioner Suter, seconded by Commissioner Purdy to: 1) pursuant to Civil Service Rule 2.6(b), grant permanent status to one specified individual into the new Senior Automotive Technician class and one specified individual into the new Fleet Supervisor class; and 2) pursuant to Civil Service Rule 2.6(c), grant probationary status to one specified individual into the new Senior Automotive Technician class.

INFORMATIONAL MATTERS

10) Executive Officer's Report:

Executive Officer Dowdin Calvillo stated that the Commission's next meeting is scheduled for January 8, 2021; however, that meeting will be cancelled due to COVID-19 restrictions. Therefore, the next meeting will be on January 22, 2021 wherein Commissioners will likely consider recommendations stemming from the 2020 Construction Labor Compliance series class study. In addition, they will hear one exam disqualification and one failed drug appeal.

At the February 19 meeting, she said Commissioners are tentatively scheduled to consider recommendations to the County's Classification Plan stemming from the 2020 Solid Waste and Recycling series as well as the 2020 Voter Registration and Elections series class studies.

At the March 19 meeting, Executive Officer Dowdin Calvillo said Commissioners may consider recommendations to the Sacramento County Classification Plan stemming from the 2020 Traffic Signs Maintenance Worker class study.

Executive Officer Dowdin Calvillo reported that currently, there are five release from probation; one failed drug test; one allocation; one exam disqualification; and one failed psychological evaluation appeal pending before the Commission.

She informed Commissioners that she received the 2020 Waste Management Operations series class study for her preliminary review this week, and that the Commissioner Office will be closed next Friday for the Christmas holiday.

ADJOURNMENT

Seeing no further business before the Commission, motion by Commissioner Johnson, seconded by Commissioner Purdy to adjourn the meeting. Motion was adopted unanimously (4 to 0 Suter absent) and the meeting was adjourned at 3:45 pm.

Adopted January 22, 2021