

Regular Meeting Agenda
Sacramento County Civil Service Commission
March 22, 2024 ~ 1:30pm

LOCATION: Sacramento County Board of Supervisors' Chambers¹
700 H Street, Sacramento, California 95814

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
 - February 9, 2024 Regular Business Meeting
- 6) Revise the Commission's Meeting Schedule to cancel the June 7 and 21, 2024 meetings and establish a meeting on June 14, 2024

SEPARATE MATTERS

(Non-consent items requiring action by the Commission)

- 7) Accept the Department of Personnel Services' Monthly Provisional Appointments Status Reports
 - Reports for January and February 2024

¹ 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.

- 8) Revise the Sacramento County Classification Plan as recommended by the 2024 Administrative Assistant to the County CEO Class Study to:
 - Revise, including changes to the minimum qualifications, and retitle the Administrative Assistant to the County Executive classification to Executive Assistant to the County Executive (Supervisory)
- 9) Revise the Sacramento County Classification Plan as recommended by the 2024 Assistant Director of Airports Class Study to:
 - Establish the Assistant Director of Airports classification
 - Abolish the Airport Chief Operating Officer
- 10) Approval of the Commission’s Fiscal Year 2024-25 Proposed Budget Prepared by the Executive Officer

INFORMATIONAL MATTERS

(Non-action items)

- 11) Quarterly Status Report by the Department of Personnel Services on Classification Studies Previously Approved by the Civil Service Commission
 - Report for the Fourth Quarter of 2023 (Oct, Nov, and Dec)
- 12) Executive Officer’s Verbal Report to the Commission

ADJOURNMENT