

MINUTES

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

July 27 2012

The Commission convened for its regularly scheduled meeting at 1:30 p.m. on Friday, July 27, 2012, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Bowler, Nelson, Purdy and Suter were present. Commissioner Johnson was absent.

CONSENT CALENDAR

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

- A. **Minutes 7/13/12**
- H. **Receive And File: Department Of Personnel Services Monthly Status Report On Exempt Student Classes For *JUNE***
- I. **Receive And File: Department Of Personnel Services Monthly Status Report On Promotional Examinations And Late Applications For *JUNE***
- K. **Receive And File: Department Of Personnel Services Quarterly Report On Eligible Lists Extended For The Period *APRIL, MAY, & JUNE 2012***

ACTION: By unanimous vote of those present, approved the Consent Calendar.

SEPARATE MATTERS

- B. **Departmental Requests To Extend Provisional Appointments *NONE***
- C. **Appeals Pursuant To Civil Service Rule 4.2, Application Rejections *NONE***
- D. **Department Of Personnel Services: Proposed 1) New Class Of Nutrition Program Coordinator; Revisions To The 2) Dietitian And 3) Supervising Dietitian Classes; Request To 4) Grant Status To Study Incumbents Pursuant To Civil Service Rule 2.6 (c); And Request To 5) Retain The Eligible Lists for Dietitian, And Supervising Dietitian (*Continued from 7/13/12 at DPS request*)**

ACTION: By unanimous vote of those present, the Commission took the following action as recommended by Department of Personnel Services in their report dated May 29, 2012.

1. Approved the new class of Nutrition Program Coordinator;
2. Revised the Dietitian and Supervising Dietitian classes;
3. Granted Status To the Study Incumbents; and
4. Directed that the Eligible Lists for Dietitian, and Supervising Dietitian be retained.

E. Department of Personnel Services: Proposed Revisions To The Class Of Highway Maintenance Manager, Inclusive Of Revising Minimum Qualifications

ACTION: By unanimous vote of those present, the Commission continued the study to a date to be determined by Department of Personnel Services, directing that appropriate revision be made to the class of Senior Highway Maintenance Manager including reference to *tree and landscape maintenance* and *Tree Supervisor experience* as qualifying so that the Senior Highway Maintenance Manager class is better aligned with the revisions proposed for Highway Maintenance Manager.

F. Department of Personnel Services: Proposed Revisions To The Classes Of Highway Maintenance Equipment Operator, Senior Highway Maintenance Worker, And Highway Maintenance Worker, Inclusive Of Revising Minimum Qualifications; And Request To Retain The Countywide And Departmental Re-Employment Lists For Highway Maintenance Worker

ACTION: By unanimous vote of those present, the Commission approved revisions to the classes of Highway Maintenance Equipment Operator, Senior Highway Maintenance Worker and Highway Maintenance Worker, Inclusive of Revising the Minimum Qualifications and Maintaining the Countywide and Departmental Re-Employment Lists for Highway Maintenance Worker as requested by Department of Personnel Services in their June 7, 2012 report and as modified by the Commission during the public hearing as follows:

Modify the *Or: 2.* pattern in the Highway Maintenance Worker Minimum Qualifications from,

Or: 2. One year of full-time, paid experience performing general labor work in support of highway, airfield, agricultural, and/or landscaping repair or maintenance, or other construction trade projects,

to

Or: 2. One year of full-time, paid experience that can be directly related to the knowledge and abilities listed above for the class, or performing general labor work in support of highway, airfield, agricultural and/or landscaping repair or maintenance, or other construction trade projects.

G. CLOSED SESSION: Proposed Decision Of The Hearing Officer

ACTION: At the request of the appellant, the Commission convened and acted on this matter in closed session. By the following vote adopted as the decision of the Civil Service Commission, County of Sacramento, State of California, the hearing Officer's findings of fact, conclusions of law, and order denying the appeal.

AYES: Commissioners Bowler, Purdy, Suter and Nelson
NOES: None
ABSTAIN: None
ABSENT: Commissioner Johnson

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

ACTION: By unanimous vote of those present, Received and Filed.

ADJOURNMENT

There being no further business to come before The Commission and by unanimous vote, the meeting was adjourned at 2:46 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, August 10, 2012, in Suite 1445 at 700 H Street, Sacramento.

Respectfully Submitted:

Approval Recommended:

/S/
Jeanette King,
Civil Service Specialist

/S/
Leslie Leahy,
Executive Officer

APPROVED:

/S/
Bruce Nelson,
Vice-Chairperson