

MINUTES

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

January 5, 2007

The Commission convened for its regularly scheduled meeting at 1:31 p.m. on Friday, January 5, 2007, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Johnson, Meegan, Meredith, and Bruce Nelson were present. Commissioner Raymond Nelson was absent

CONSENT CALENDAR

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

A. Minutes 12/15/06

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

SEPARATE MATTERS

B. Departmental Requests To Extend Provisional Appointments

(1) Department Of Health And Human Services – Bonnie Lau, In The Class Of Medical Records Technician

(2) Department Of Health And Human Services – Johana Garcia, In The Class Of Health Education Assistant

ACTION: By unanimous vote of those present, extended the above provisional appointments for five months and 29 days from their respective dates of expiration or until 20 days after the eligible lists are established, whichever occurs sooner.

C. Department Of Personnel Services And Sacramento County Airport System: Proposed Revisions To The Class Of Fire/Operations Worker (Level I/II), Inclusive Of Minimum Qualifications And Re-titling To Firefighter - Aircraft Rescue And Firefighting (Level I/II); Request to Grant Status Under Rule 2.6(c)(2) To Senior Fire/Operations Worker Incumbents Reallocated To The New Class Of Firefighter - Aircraft Rescue And Firefighting (Level I/II); And Request To Abolish The Senior Fire/Operations Worker Class

ACTION: By unanimous vote of those present, approved the following as submitted by Department of Personnel Services (DPS) in their December 18, 2006 report, as amended in their January 2, 2007 addendum report; and as recommended in the January 3, 2007 Executive Officer's staff report:

1. Revised the Fire/Operations Worker (Level I/II) class specifications, inclusive of Minimum Qualifications;
2. Re-titled the Fire/Operations Worker (Level I/II) class to Firefighter-Aircraft Rescue Firefighting (Level I/II);
3. Granted status to Senior Fire/Operations Worker incumbents in the Aircraft Rescue Firefighter (Level II) class;
4. Abolished the class of Senior Fire/Operations Worker; and
5. Amended the second paragraph of the revised Distinguishing Characteristics section so that it reads:

“This class is distinguished from the *Fire/Operations Supervisor* in that the latter functions as a first level supervisor responsible for supervising the activities of personnel...”

D. Department Of Personnel Services And Department Of Facility Planning, Architecture And Real Estate: Proposed Revisions To The Class Of Chief, Division Of Building Design; Inclusive Of Revising The Minimum Qualifications And Retitling To Chief, Architectural Services Division

ACTION: By unanimous vote of those present, approved revisions to the above titled class specifications as recommended in Department of Personnel Services November 28, 2006 report; and as recommended in the January 2, 2007 Executive Officer’s Staff Report, as follows:

- The **Distinguishing Characteristics** section should be amended (underlined) to read:

The class differs from the class of Director of Facility Planning, Architecture and Real Estate in that the latter is responsible for overall coordination and management of a functional group of divisions within the Department of Facility Planning, Architecture and Real Estate, whereas the former is responsible for establishing the architectural design program – directing, development, implementing, coordinating, and evaluating programs for the Architectural Services Division.

E. Appeals Pursuant To Civil Service Rule 4.2, Application Rejections – NONE

ADJOURNMENT

There being no further business to come before the Commission and by unanimous vote of those present, the meeting was adjourned at 2:20 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, January 19, 2007, in Suite 1450 at 700 H Street, Sacramento.

Respectfully Submitted:

Approval Recommended:

_____/S/
Jeanette King,
Office Specialist II (C)

_____/S/
Leslie Leahy,
Executive Officer

APPROVED:

_____/S/
Bruce Nelson,
Chairperson