

# MINUTES

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

April 20, 2007

The Commission convened for its regularly scheduled meeting at 1:32 p.m. on Friday, April 20, 2007, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Johnson, Meredith, Raymond Nelson and Bruce Nelson were present. Commissioner Meegan was absent.

## CONSENT CALENDAR

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

- A. **Minutes 4/6/07 – WITHDRAWN**
- G. **Receive And File Department Of Personnel Services Monthly Status Report On Exempt Student Classes** (Received and Filed)
- H. **Receive And File Department Of Personnel Services Quarterly Report Of Eligible Lists Extended For The Period January, February, And March 2007** (Received and Filed)
- I. **Receive And File Department Of Personnel Services Quarterly Report Of Promotional Examinations And Late Applications Received For The Period January, February, And March 2007** (Received and Filed)

Executive Officer requested that the 4/6/07 Minutes be withdrawn in order to correct a minor error.

ACTION: By unanimous vote of those present, approved the Consent Calendar (Items G, H, and I).

## SEPARATE MATTERS

- B. **Departmental Requests To Extend Provisional Appointments – NONE**
- C. **Open Session: Decision Of The Hearing Officer In The Appeal Of Gloria Cooksey From Release From Probation As A Parking Lot Attendant With The Department Of General Services**

ACTION: At the request of the appellant, the Commission convened and acted on this matter in open session. By unanimous vote of those present the Commission 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 Meredith, Johnson, Raymond Nelson and Bruce Nelson  
NOES: None  
ABSTAIN: None  
ABSENT: Commissioner Meegan

**D. Closed Session: Decision Of The Hearing Officer In The Appeal Of . . . From Release From Probation As A Supervising Scale Attendant With The Department Of Waste Management And Recycling Of Municipal Services Agency**

ACTION: At the request of the appellant, the Commission convened and acted on this matter in closed session. By unanimous vote of those present the Commission 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 dismissing the appeal with prejudice.

AYES: Commissioners Meredith, Johnson, Raymond Nelson and Bruce Nelson

NOES: None

ABSTAIN: None

ABSENT: Commissioner Meegan

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

**F. Receive And File Department Of Personnel Services Monthly Status Report On Provisional Appointments**

ACTION: By unanimous vote of those present, received and filed.

**J. Jerome Lumsey Appeal From Disqualification For Failure To Pass The Pre-Employment Medical/Drug Examination For The Class Of Cook**

ACTION: By unanimous vote of those present, denied the appeal.

**K. Department Of Personnel Services: Proposed Revisions To The Class Of Personnel Services Division Chief, Inclusive Of Revisions To Minimum Qualifications**

ACTION: By unanimous vote of those present, approved revisions to the class of Personnel Services Division Chief, as recommended in the Department of Personnel Services' April 5, 2007 report and amended April 12, 2007 report, as recommended in the April 17, 2007 Executive Officer's Staff Report, and as further modified by the Commission during the public hearing as follows:

1. On page 2 of class specification, under the **Distinguishing Characteristics** section, change the word "ore" to one in the last line so that it reads:  
  
. . . the Human Resources Manger series is responsible for the management of staff and activities in one or more programs . . .
2. Under the **General Qualifications**, add the appropriate **Criminal History and Background Check** section for the class.

**OTHER**

Commissioner Johnson requested that a matter be set for a future meeting to discuss Department of Personnel Services' policy regarding rescheduling candidates who miss an examination due to religious conviction, military obligation, or handicap and the Commission's role in hearing appeals or requests to take examination on alternate dates. Executive Officer, Leslie Leahy confirmed that the matter would be agendaed for the May 18, 2007 Commission meeting.

Commissioner Raymond Nelson requested that a matter be set for a future Commission meeting for discussion, regarding instructing Hearing Officers to be more thorough in their writing of the Proposed Decisions. Ms. Leahy confirmed that the matter would be agendaed after the 2007 – 2008 CSC Meeting Schedule has been established.

**ADJOURNMENT**

There being no further business to come before the Commission and by unanimous vote of those present, the meeting was adjourned at 3:56 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, May 4, 2007, in Suite 1450 at 700 H Street, Sacramento.

Respectfully Submitted:

Approval Recommended:

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/S/  
Jeanette King,  
Executive Secretary

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/S/  
Leslie Leahy,  
Executive Officer

APPROVED:

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/S/  
Bruce Nelson,  
Chairperson