

# MINUTES

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

January 25, 2008

The Commission convened for its regularly scheduled meeting at 1:31 p.m. on Friday, January 25, 2008, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Bowler, Johnson, Meegan, Meredith and Nelson were present.

## CONSENT CALENDAR

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

- A. **Minutes 1/4/08**
- D. **Receive And File Department Of Personnel Services Quarterly Report Of Promotional Examinations And Late Applications For The Period October, November And December 2007**
- E. **Receive And File Department Of Personnel Services Quarterly Report Of Eligible Lists Extended For The Period October, November And December 2007**
- F. **Receive And File Department Of Personnel Services Monthly Status Report On Exempt Student Classes (December)**

ACTION: By unanimous vote, approved the Consent Calendar.

## SEPARATE MATTERS

- B. **Departmental Requests To Extend Provisional Appointments – NONE**
- C. **(There was no Item C)**
- G. **Receive And File Department Of Personnel Services Monthly Status Report On Provisional Appointments For December 2007**

ACTION: By unanimous vote, received and filed.

- H. **Department Of Personnel Services: Proposed New Classes Of Volunteer Program Coordinator And Volunteer Program Specialist, Each Inclusive Of Twelve Month Probationary Periods; And Request To Grant Status To Study Incumbents Pursuant To Civil Service Rule 2.6(c)(1) (Continued from 12/7/07 at the request of Personnel Services)**

ACTION: By unanimous vote, at the request of Department of Personnel Services, continued to February 8, 2008.

- I. **Closed Session: Proposed Decision Of The Hearing Officer In The Appeal Of . . .**

**From Release Of Probation As An Office Assistant II with the Department of Child Support Services**

At the request of the appellant, the Commission convened and acted on this matter in closed session. By the following vote, 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 Bowler, Meegan, Meredith, Johnson and Nelson  
NOES: None  
ABSTAIN: None  
ABSENT: None

**J. Department Of Personnel Services And Department Of Facility Planning, Architecture And Real Estate: Proposed New Class Of Chief, Division Of Facility Planning And Management, Inclusive Of A Twelve-Month Probationary Period**

ACTION: By unanimous vote, the Civil Service Commission took the following action as recommended in the December 13, 2007 and January 10, 2008 Department of Personnel Services' reports, in the Executive Officer's January 18, 2008 staff report, and as modified by the Commission during the public hearing:

- 1) Directed that on the third page of the proposed class specification under Minimum Qualifications, the word "*Bachelor...*" be changed to "*Bachelors...*" in the second line of the Or: pattern; and
- 2) Approved the new class of Chief, Division of Facility Planning and Management, with a Six-Month Probationary Period.

**ADJOURNMENT**

There being no further business to come before the Commission and by unanimous vote, the meeting was adjourned at 2:30 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, February 8, 2008, in Suite 1450 at 700 H Street, Sacramento.

Approval Recommended:

\_\_\_\_\_/S/  
Leslie Leahy,  
Executive Officer

APPROVED:

\_\_\_\_\_/S/  
Bruce Nelson,

Chairperson