

**Sacramento County Civil Service Commission  
August 8, 2014 ~ 1:30pm**

**ADOPTED  
ACTION MINUTES**

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

**PROCEDURAL MATTERS**

- 1) Call to Order: The meeting was called to order by Commission Vice Chair Ron Suter at 1:30 pm in the Chambers of the Sacramento County Board of Supervisors.
- 2) Pledge of Allegiance: Vice Chair Suter led the Pledge of Allegiance.
- 3) Roll Call and Declaration of a Quorum: Roll was called by Civil Service Specialist Jeanette King, and it was noted that Vice Chair Suter, Commissioners Michael Johnson, Gordon Purdy and Bruce Nelson were present and that Commission Chair Patricia Macht was absent. A quorum was declared.

**PUBLIC COMMENT**

- 4) Public Comment: None received.

**CONSENT MATTERS**

- 5) Adoption of Commission Meeting Minutes:
  - A) *July 11, 2014 Regular Meeting*
- 6) Reports: The following status reports were prepared by the Department of Personnel Services were submitted for receipt and filing:
  - A) *Student Class Appointments*: report for June 2014
  - B) *Promotional Exams and Late Applications*: report for June 2014

C) *Eligible Lists Extended*: quarterly report for April, May and June 2014

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Purdy, to adopt the July 11, 2014 Minutes and receive and file the *Student Class Appointments, Promotional Exams and Late Applications*, and the *Eligible Lists Extended* reports. The motion was adopted unanimously (4 to 0).

### SEPARATE MATTERS

7) Report: The following report was prepared by the Department of Personnel Services and presented by staff.

A) *Provisional Appointments*: report for June 2014

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Johnson, to receive and file the *Provisional Appointments Report*. The motion was adopted unanimously (4 to 0).

8) Unfinished Business: NONE

9) New Business: NONE

### INFORMATIONAL MATTERS

10) Executive Officers Report:

Executive Officer Dowdin Calvillo informed Commissioners that the packets for the August 22 meeting were distributed earlier today. She noted that the meeting would be a busy one with one psychological disqualification appeal and one exam disqualification appeal on the agenda. She also reported that Chair Macht will not be at this meeting, so Vice Chair Suter will preside once again.

She told Commissioners that at this point, there will be at least one exam disqualification appeal on the September 5 meeting agenda.

Executive Officer Dowdin Calvillo reported that she recently sought to augment the Commission's spending authority by \$15,000 (to a total of \$25,000) for the 2014/15 FY Budget to accommodate the increase in costs associated with disciplinary, release from probation, and medical and psychological disqualification appeals. Since the 2014/15 FY began, she told Commissioners that they have spent \$8,375 on

such appeals leaving us with authority to spend only \$1,625 for the rest of the fiscal year. She provided Commissioners with a copy of the budget with the proposed augmentation and told them that she does not expect any controversy associated with the request now before the Board of Supervisors.

Appeals

She reported that she received three new exam disqualification appeals this week and now there are four exam disqualification, two allocation, two psychological evaluation disqualification and five release from probation appeals pending before the Commission.

She noted that scheduling the Hearing Officer hearings for the release from probation appeals has been quite time consuming as of late with hearing officers, appellants and the County requesting hearings to be reschedule for one reason or another.

**ADJOURNMENT**

ACTION:

Commissioner Purdy moved to adjourn the meeting. Commissioner Nelson seconded the motion, and it was adopted unanimously (4 to 0). Vice Chair Suter then adjourned the meeting at 1:36pm.

Respectfully Submitted:

Approval Recommended:

---

Jeanette King  
Civil Service Specialist

---

Alice Dowdin Calvillo  
Executive Officer

APPROVED:

---

Ronald Suter  
Vice Chair and Acting Chair