

Sacramento County Civil Service Commission
February 2, 2018 Meeting

ADOPTED
ACTION MINUTES

PROCEDURAL MATTERS

- 1) Call to Order: The meeting was called to order by Commission Vice Chair Patricia Macht at 1:30pm on Friday, February 2, 2018 in the Chambers of the Sacramento County Board of Supervisors, 700 H Street, Sacramento, California.
- 2) Pledge of Allegiance: Vice Chair Macht led the Pledge of Allegiance.
- 3) Roll Call and Declaration of a Quorum: Roll was called by Acting Clerk Carol Smith, and it was noted that Vice Chair Macht and Commissioners Gordon Purdy and Ron Suter were present and Commissioners Michael Johnson and Bruce Nelson were absent. A quorum was declared.

PUBLIC COMMENT

- 4) Public Comment: None received

CONSENT MATTERS

- 5) Adopt Commission Meeting Minutes:

January 19, 2018 Regular Business Meeting

ACTION: Motion by Commissioner Suter, seconded by Commissioner Purdy, to adopt item 5 on consent. The motion was adopted unanimously (3 to 0).

ACTION: Without objection, Vice Chair Macht moved to closed session at 1:31pm for the purposes of hearing the release from probation appeal.

APPEAL HEARING

- 6) Release from Probation (Civil Service Rule 12.3) Conducted in closed session per Government Code section 54957 (b).

Appeal No. 6142-17

ACTION: Motion by Commissioner Suter and seconded by Commissioner Purdy to adopt the December 4, 2017 proposed decision issued by Hearing Officer Catherine Harris in

its entirety as its own thereby denying the appeal and sustaining the release from probation. Motion adopted unanimously (3 to 0).

ACTION: Without objection, Vice Chair Macht adjourned closed session and resumed open session at 1:36pm citing for the record that the Appellant did not appear for the hearing.

INFORMATIONAL MATTERS

(Non-action items)

7) Executive Officer's Report: This was a verbal report to the Commission.

Executive Officer Alice Dowdin Calvillo informed Commissioners that the next meeting will be on February 16, 2018 whereby Commissioners will hear one exam disqualification appeal and consider technical amendments to the minimum qualifications of the recently approved IT Technician series. She told Commissioners that the March 2, 2018 meeting would be cancelled and that for the March 16, 2018 meeting, she is scheduled to bring the proposed 2018/19 fiscal year budget for approval. She also said that Commissioners will consider the Chief Deputy Clerk/Recorder series class study at this meeting and will hear one release from probation appeal.

She reported that for the April 6, 2018 meeting, Commissioners will hear another release from probation appeal.

Regarding the current fiscal year, Executive Officer Dowdin Calvillo reported that she prepared and submitted for approval by the Board of Supervisors a request to use salary and benefit savings from the Commission's vacant position to cover costs associated with temporary clerical services. The Board is scheduled to approve the request at its February 27, 2018 meeting. She also said that she prepared and submitted the mid-year fiscal report to the CEO's Office, and that the Commission is in good financial shape heading into the second half of the fiscal year.

She stated that she closed one exam disqualification appeal this week after it was administratively resolved and the Appellant withdrew his appeal. She also closed one release from probation appeal after the Appellant failed to submit the required Statement of Facts. She reported that currently, there is one exam disqualification and three releases from probation appeals pending before the Commission.

ADJOURNMENT

Seeing no further business before the Commission, Commissioner Suter moved and Commissioner Purdy seconded, to adjourn the meeting. With a 3 to 0 vote in support of the motion, Vice Chair Macht adjourned the meeting at 1:38 pm.

Adopted 16 Feb 2018