

Sacramento County Civil Service Commission
June 1, 2018 Meeting

ADOPTED
ACTION MINUTES

PROCEDURAL MATTERS

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

Executive Officer Dowdin Calvillo announced that agenda item 8 has been removed from today's agenda as the appeal was recently withdrawn.

PUBLIC COMMENT

- 4) Public Comment: None received.

CONSENT MATTERS

- 5) Adopt Commission Meeting Minutes:

May 4, 2018 Regular Business Meeting

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Macht, to adopt the proposed minutes for the May 4, 2018 regular meeting. The motion was adopted unanimously (4 to 0).

- 6) Receive and File Monthly Department of Personnel Services Reports (DPS):

- A) Student Class Appointments: report for April 2018
- B) Promotional Exams and Late Applications: report for April 2018

ACTION: Motion by Commissioner Macht, seconded by Commissioner Suter, to receive and file the monthly DPS reports listed under Item 6. The motion was adopted unanimously (4 to 0).

- 7) Adoption of the Commission's Meeting Schedule for the 2018/19 Fiscal Year, including tentative meeting dates for the second half of 2019.

ACTION: Motion by Commissioner Suter, seconded by Commissioner Nelson, to adopt the Commission's Meeting Schedule for the 2018/19 Fiscal Year, including tentative meeting dates for the second half of 2019, as amended to strike the proposed December 21, 2018 meeting date. The motion was adopted unanimously (4 to 0).

APPEAL HEARING - Cancelled

- ~~8) Exam Disqualification (Civil Service Rule 5.7)~~

~~Appeal No. 6184-18~~

SEPARATE MATTERS

(Non-consent items requiring action by the commission)

- 9) Accept the Department of Personnel Services' Monthly Provisional Appointments Status Report:

Report for April 2018

ACTION: Motion by Commissioner Suter, seconded by Commissioner Nelson, to accept DPS' Monthly Provisional Appointments Status Report for April 2018. The motion was adopted unanimously (4 to 0).

INFORMATIONAL MATTERS

(Non-action items)

- 10) Executive Officer's Report: This will be a verbal report to the Commission.

Executive Officer Dowdin Calvillo reported that June 15 is the next Commission meeting whereat Commissioners will consider proposed changes to the Classification Plan as a result of the Sewer District Maintenance Mechanics class study. She stated that the following meeting would be on July 6 and that Commission officer elections will be held then.

She informed Commissioners that she closed one exam disqualification appeal this week after the Appellant withdrew his appeal, and that currently, there are four release from probations; two psychological evaluation disqualifications; and one medical evaluation disqualification appeals pending before the Commission.

Dowdin Calvillo reported that Budget hearings before the Board of Supervisors will be June 5 through June 7. She said that no concerns have been expressed regarding the Commission's proposed budget thus far, but that she remains on standby should Supervisors have any questions.

She told Commissioners that she is working to revise the Hearing Officer Contract deliverables. In addition, she is reviewing bids submitted to the County for psychological evaluation services.

ADJOURNMENT

Seeing no further business before the Commission, Commissioner Suter moved and Commissioner Nelson seconded, to adjourn the meeting. With a 4 to 0 vote in support of the motion, Chair Johnson adjourned the meeting at 1:44 pm.

Respectfully Submitted for Approval:

APPROVED:

Adopted 15 June 2018