

Sacramento County Civil Service Commission
January 11, 2019 Meeting

ADOPTED
ACTION MINUTES

- 1) Call to Order: The meeting was called to order by Commission Chair Patricia Macht at 1:30pm on Friday, January 11, 2019 in the Chambers of the Sacramento County Board of Supervisors, 700 H Street, Sacramento, California.
- 2) Pledge of Allegiance: Chair Macht led the Pledge of Allegiance.
- 3) Roll Call and Declaration of a Quorum: Roll was called by Commission Clerk Marika Garcia, and it was noted that Chair Macht and Commissioners Michael Johnson, Bruce Nelson, Gordon Purdy, and Ron Suter were present. A quorum was declared.

PUBLIC COMMENT

- 4) Public Comment: None received.

CONSENT MATTERS

- 5) Adopt Commission Meeting Minutes:

December 7, 2018 Regular Business Meeting

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

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

ACTION: Motion by Commissioner Suter, seconded by Commissioner Johnson, to adopt Items 5 and 6 on Consent. The motion was adopted unanimously (5 to 0).

SEPARATE MATTERS

(Non-consent items requiring action by the commission)

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

Report for November 2018

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Suter, to accept the DPS Monthly Provisional Appointments Status report for November 2018. The motion was adopted unanimously (5 to 0).

8) Review of the Civil Service Commission's Mission Statement

Executive Officer Alice Dowdin Calvillo gave an overview of this item and stated that the ultimate goal is for the Commission to formally and officially adopt a mission statement – be it the current mission statement or a revised version after releasing it for a 30 day public comment period. The existing mission statement reads:¹

To provide policy direction and oversight for the merit selection, promotion, retention, classification, and discipline of civil service employees pursuant to Article XVI of the Sacramento County Charter and accepted principles of public personnel administration.

Public Comment:

Mr. Mark Stephan – a Building Inspector II with Sacramento County, Mr. Stephan also represents the labor group ETTI. He relayed his concerns regarding the County's hiring and promotion process. He alleged that employee hires are pre-determined before an interview takes place and that outside candidates are not being considered, rather it appears to be more convenient for management to promote internal candidates. Furthermore, he expressed that employees are not given adequate feedback when they are not selected for promotional positions.

Mr. Thomas Mrizek –also a Building Inspector II with Sacramento County and representative of ETTI, Mr. Mrizek conveyed his belief that the County's hiring process is not a fair one. In addition, he would like to see more continuous file exams so that there are a stream of available candidates on eligible lists from which to hire.

ACTION: After much discussion and deliberation, motion by Commissioner Suter, seconded by Commissioner Nelson, to release the existing mission statement for a 30 day public comment period as revised to read:

To provide policy direction and oversight for the merit selection, promotion, retention, classification, and discipline of civil service employees pursuant to Article XVI of the Sacramento Charter ~~and accepted principles of public personnel administration.~~

Before a vote was taken, Chair Macht temporarily relinquished her seat to the Vice Chair and made the following motion to amend to the main motion by adding the following phrase to the aforementioned mission statement as follows:

To provide policy direction and oversight for the merit selection, promotion, retention, classification, and discipline of civil service employees pursuant to Article XVI of the Sacramento Charter benefiting Sacramento County, its employees, both existing and future, and the public.

¹ It is assumed but not confirmed by the absence of historical records, that this Mission Statement was either adopted by the Commission or developed by a former Executive Officer in 2001.

Commissioner Johnson seconded the motion to amend however it failed 2 to 3 (Purdy, Suter and Nelson no). The main motion was adopted unanimously (5 to 0).

INFORMATIONAL MATTERS
(Non-action items)

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

Executive Officer Dowdin stated that although the next meeting is scheduled for January 25, 2019, it will be cancelled due to a lack of items. She also told Commissioners that at this point, there is nothing substantive scheduled for the February 1 meeting. She informed Commissioners that they will likely consider the abolishment of several IT series eligible lists at its February 15, 2019 meeting in addition to the mission statement as voted upon today, but that the appeal hearing previously scheduled for that date was cancelled as the Appellant withdrew her appeal after the disputed matter was administratively resolved.

Dowdin Calvillo reported receiving three exam disqualification appeals this week and one request to withdraw an exam disqualification appeal after the disputed matter was subsequently administratively resolved. She noted there are five exam disqualification; two release from probation; and one psychological evaluation disqualification appeals currently pending before the Commission.

She informed Commissioners that she received the Eligibility Specialist and Human Services Specialist Class Study today and will likely calendar it for Commission consideration at one of the March 2019 meetings. This is a comprehensive study that consolidates classes within two series and grants status to numerous employees.

ADJOURNMENT

Seeing no further business before the Commission, Chair Macht adjourned the meeting at 3:05 pm after it was moved by Commissioner Nelson and seconded by Commissioner Suter with the motion adopted unanimously (5 to 0).

Adopted February 15, 2019