

PUBLIC NOTICE
Regular Meeting Agenda
Sacramento County Civil Service Commission
July 12, 2019 ~ 1:30pm

LOCATION: Sacramento County Board of Supervisors' Chambers¹
700 H Street, Sacramento, California 95814

PROCEDURAL MATTERS

- 1) Call to Order:
- 2) Pledge of Allegiance:
- 3) Roll Call and Declaration of a Quorum:

PUBLIC COMMENT

- 4) Public Comment: At this time, anyone may address the Commission regarding any item that is *not* already scheduled on today's meeting agenda and is within the Commission's subject matter jurisdiction. However, the Commission may not take action on such items except as authorized by Government Code Section 54954.3 and Civil Service Commission Rule 14.13.

CONSENT MATTERS

(Consent Matters are acted upon as one unit. If an item is removed from consent for discussion, it will be heard under Separate Matters.)

- 5) Adopt Commission Meeting Minutes:

May 24, 2019 Regular Business Meeting
- 6) Receive and File Monthly and Quarterly Department of Personnel Services Reports:
 - A) *Student Class Appointments: report for May 2019*
 - B) *Promotional Exams and Late Applications: report for May 2019*

¹ The meeting facilities are accessible to persons with disabilities. Requests for interpreting services, assistive listening devices, or other considerations should be made through the County Disability Compliance Office at (916) 874-7642 or (916) 874-7647 (TTY) no later than five working days prior to the meeting.

SEPARATE MATTERS

(Non-consent items requiring action by the commission)

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

Report for May 2019

- 8) Revise the Sacramento County Classification Plan as recommended by the 2019 Communication and Media Officer series class study to:

- *Revise, including revisions to the minimum qualifications (MQs) and class retitling, the following classes within the Communication and Media Officer series: Communication and Media Director (retitle to Public Information Director); Sanitation District Agency Public Affairs Manager; Communication and Media Officer III (retitle to Public Information Manager); Communication and Media Officer II (retitle to Senior Public Information Officer); Communication and Media Officer I (retitle to Public Information Officer); and*
- *Establish the Public Information Specialist class within the same series.*

- 9) Election of Commission Chair and Vice Chair for the 2019/20 fiscal year, pursuant to Civil Service Rule 14.9

INFORMATIONAL MATTERS

(Non-action items)

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

ADJOURNMENT

The Civil Service Commission's Mission Statement

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.