

**Sacramento County Civil Service Commission
June 19, 2020 ~ 1:30pm (Teleconference)**

ADOPTED
ACTION MINUTES

In compliance with directives of the County, State, and Centers for Disease Control and Prevention, this meeting was streamed live and closed to the public. Members of the public were encouraged to participate in the meeting by submitting written comments electronically.

PROCEDURAL MATTERS

- 1) Call to Order: The meeting was called to order by Commission Chair Ron Suter at 1:36pm, on Friday, June 19, 2020.
- 2) Pledge of Allegiance: Commission Chair Suter led the Pledge of Allegiance.
- 3) Roll Call and Declaration of a Quorum: Roll was called by Commission Clerk Gina Volpi, and it was noted that Commission Chair Suter and Commissioners Michael Johnson, Pat Macht, Bruce Nelson, and Gordon Purdy were present. A quorum was declared.

PUBLIC COMMENT

- 4) Public Comment: None

CONSENT MATTERS

- 5) Adopt Commission Meeting Minutes:
May 22, 2020 Regular Business Meeting
- 6) Receive and File Monthly and Quarterly Department of Personnel Services Reports:
 - A) *Student Class Appointments: report for May 2020*
 - B) *Promotional Exams and Late Applications: report for May 2020*

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

APPEAL HEARING

- 7) Employment Disqualification for Failure to Pass a Psychological Exam as Required by Government Code Section 1031 (f) (Civil Service Rules 4.7 and 4.9)

Appeal No. 6245-19

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Purdy, to find, based on the evidence presented, including the findings of the County's examining psychologist, and the Commission's consulting psychologist, that the Appellant is not free from any

emotional or mental condition which might adversely affect the exercise of the powers of a peace officer and that the Commission thereby DENIES the appeal. The motion was adopted unanimously (5 to 0).

SEPARATE MATTERS

(Non-consent items requiring action by the commission)

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

Report for May 2020

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Johnson, to accept the Monthly Provisional Appointments Status Report for May 2020. The motion was adopted unanimously (5 to 0).

INFORMATIONAL MATTERS

(Non-action items)

- 9) Executive Officer's Report:

Executive Officer Alice Dowdin Calvillo announced that for planning purposes, the July 10, 2020 meeting would be cancelled. If the July 24 meeting can be conducted in person (in other words, the Commissioners, staff and the public can be in attendance in the Board chambers), then there may be one allocation appeal hearing scheduled. If the meeting is conducted remotely, classification recommendations stemming from the Fleet Services series class study in addition to the election of Chair and Vice Chair would instead be scheduled.

She reported that she received one exam disqualification appeal this week and was working with DPS to determine whether or not it could be administratively resolved. She said that currently, there are five release from probations; one exam disqualification; and one allocation appeal pending before the Commission.

Dowdin Calvillo informed Commissioners that the Board of Supervisors rolled over the FY 2019-20 budget which ensures that all departments, including the Commission, are funded until a new budget for FY 2020-21 can be adopted in September. It also appears that some departments may be asked to reduce their budgets but by how much is not known at this time. Nor is it known which departments would be asked to take such reductions.

She reported that DPS informed department heads that non-essential employees may return to work effective June 21 after each department has prepared and submitted a required return to work plan prepared in compliance with the County issued Return to Work Guidelines. She told Commissioners that she continues to work on this plan, and that Gina is scheduled to return to the office full time effective June 21.

ADJOURNMENT

Seeing no further business before the Commission, Chair Suter adjourned the meeting at 2:23 pm after it was moved by Commissioner Johnson and seconded by Commissioner Purdy with the motion adopted unanimously (5 to 0).

Adopted 24 July 2020

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.