

**Sacramento County Civil Service Commission
May 22, 2020 ~ 1:30pm (Teleconference)**

ADOPTED
ACTION MINUTES

In compliance with directives of the County, State, and Centers for Disease Control and Prevention (CDC), this meeting was streamed live and was closed to the public.

PROCEDURAL MATTERS

- 1) Call to Order: The meeting was called to order by Commission Chair Ron Suter at 1:33pm, on Friday, May 22, 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:
March 13, 2020 Regular Business Meeting
- 6) Receive and File Monthly and Quarterly Department of Personnel Services Reports:
 - A) *Student Class Appointments: reports for February, March and April 2020*
 - B) *Promotional Exams and Late Applications: reports for February, March and April 2020*
 - C) *Extended Eligible Lists: quarterly report for February, March and April 2020*
- 7) Adopt the Commission's Meeting Schedule for the 2020/21 Fiscal Year, including tentative meeting dates for the second half of 2021.

ACTION: Motion by Commissioner Johnson, seconded by Commissioner Nelson, to adopt Items 5, 6, and 7 on Consent. The motion was adopted unanimously (5 to 0).

APPEAL HEARING

- 8) 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. 6246-19

ACTION: Motion by Commissioner Johnson, 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, the Appellant is not free from any emotional or mental condition which might adversely affect the exercise of the powers of a peace officer; therefore denying the appeal. The motion was adopted unanimously (5 to 0).

SEPARATE MATTERS

(Non-consent items requiring action by the commission)

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

Reports for February, March and April 2020

ACTION: Motion by Commissioner Purdy, seconded by Commissioner Nelson, to accept the DPS Monthly Provisional Appointments Status report for February, March and April 2020. The motion was adopted unanimously (5 to 0).

- 10) Revise the Sacramento County Classification Plan as recommended by the 2020 Deputy Director, Finance class study to:

➤ *Establish the Deputy Director, Finance class.*

ACTION: Motion by Commissioner Nelson, seconded by Commissioner Macht, to establish the class of Deputy Director, Finance and refer this recommendation to the Board of Supervisors. The motion was adopted unanimously (5 to 0).

INFORMATIONAL MATTERS

(Non-action items)

- 11) Quarterly Status Report by the Department of Personnel Services:

Classification Studies Approved by the Commission during the first quarter of 2020

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

Executive Officer Dowdin Calvillo stated that the Commission's next meeting on June 19, as the June 5 meeting was cancelled, may or may not be a telephonic meeting depending on Stay at Home Order modifications. If telephonic, then the Commission will hear one

psychological evaluation disqualification appeal. If the meeting can be conducted in person, then the Commission may also hear an allocation appeal.

She reported that there were no new appeals received this week, and that currently, there are five release from probation, one disciplinary action, one failed psychological evaluation, and one allocation appeal pending before the Commission. She noted that with regards to the appeals, the biggest challenge has been re-scheduling the administrative hearings for the release from probation appeals.

She reported that she had not received any additional updates regarding the Commission's proposed budget.

Executive Officer Dowdin Calvillo informed Commissioners that the office remains closed to the public with Commission staff teleworking but should re-open per County guidelines within the next few weeks and after each department prepares a plan for safe return to work. She also mentioned that the office will be closed on Monday in observance of Memorial Day.

ADJOURNMENT

Seeing no further business before the Commission, Chair Suter adjourned the meeting at 2:25 pm after it was moved by Commissioner Nelson and seconded by Commissioner Johnson with the motion adopted unanimously (5 to 0).

Adopted 19 June 2020