

**Sacramento County Civil Service Commission
November 17, 2023 ~ 1:30pm**

ADOPTED ACTION MINUTES

PROCEDURAL MATTERS

- 1) Call to Order
The Meeting was called to order at 1:36pm by Chairman Bruce Nelson.
- 2) Flag Salute
- 3) Roll Call and Declaration of a Quorum
Roll was called by Commission Clerk Gina Volpi, and it was noted that Commissioners Nick Bloise, Steve Booth, and Chair Bruce Nelson were present and that Commissioner Noah Painter was absent. A quorum was established.

PUBLIC COMMENT

- 4) Public Comment: None

CONSENT MATTERS

- 5) Adopt Commission Meeting Minutes
 - October 27, 2023 Regular Business Meeting

ACTION: Motion by Commissioner Booth, seconded by Commissioner Bloise, to approve item 5 on consent. The motion was adopted unanimously (3 to 0).

SEPARATE MATTERS

(Non-consent items requiring action by the Commission)

- 6) Authorize the Utilization of an Alternate Eligible List to Hire a Candidate in the Liability and Property Insurance Supervisor classification (Civil Service Rule 7.1(a))

ACTION: Motion by Commissioner Bloise, seconded by Commissioner Booth, to, pursuant to the authority vested in Rule 7.1(a), authorize DPS to use the existing Risk Manager Eligible List to hire a candidate in the Liability and Property Insurance Supervisor classification. The motion was adopted unanimously (3 to 0).

APPEAL HEARING

- 7) Release from Probation (Civil Service Rule 12.3): This hearing was conducted in closed session per Government Code section 54957 (b)

- *Appeal No. 6341-23*

ACTION: Motion by Commissioner Booth, seconded by Commissioner Bloise, to disallow a statement prepared by the Appellant for submittal into the record as it was not related to the Proposed Decision in the instant appeal. The motion was adopted unanimously (3 to 0).

ACTION: Motion by Commissioner Booth, seconded by Commissioner Bloise, to adopt the Proposed Decision, dated October 11, 2023, prepared and issued by Hearing Officer Carol Vendrillo in the instant appeal as its own and DENY the appeal. The motion was adopted unanimously (3 to 0).

The Appellant was not present and did not participate in this hearing.

INFORMATIONAL MATTERS

(Non-action items)

- 8) Executive Officer's Verbal Report to the Commission

Executive Officer Dowdin Calvillo reported that the Commission's next meeting will be on December 15 and that currently, there are proposed changes to the County's Classification Plan stemming from the 2023 Principal Human Resources Analyst class study scheduled for consideration. In January, Commissioners will meet on January 12 or January 26 depending on workload and Commissioner availability.

She reported that since the last meeting, the Commission received five new exam disqualification appeals and she closed three after they were administratively resolved. She also closed one failed psychological evaluation appeal after it was withdrawn by the Appellant. Currently, there are six release from probation; two failed psychological evaluation; and three exam disqualification appeals pending with the Commission.

Executive Officer Dowdin Calvillo informed Commissioners that she is working on new contracts for hearing officers and court reporters.

She reported that the office will be closed Thursday and Friday next week in observation of the Thanksgiving holiday.

ADJOURNMENT

Seeing no further business before the Commission, and without objection, Chair Nelson adjourned the meeting without objection at 2:59pm.

Adopted 15 December 2023