

## **MINUTES**

**Sacramento County Civil Service Commission Meeting  
700 H Street, Suite 1450  
Sacramento, California 95814**

July 28, 2006

The Commission convened for its regularly scheduled meeting at 1:34 p.m. on Friday, July 28, 2006, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Johnson, Meredith, Nakagawa, Bruce Nelson and Raymond Nelson were present. Commissioner Raymond Nelson was absent for items D, E, and I.

On behalf of the Commission, Chairperson Bruce Nelson presented Mike Nakagawa with a commemorative plaque honoring him, thanking him for his tireless service and dedication as a Commissioner over the past 13 years, and congratulating him on his appointment as a federal bankruptcy judge in Nevada.

### **CONSENT CALENDAR**

(Matters on the consent calendar are acted upon as one motion.)

- A. Minutes 7/14/06**
- F. Receive And File Department Of Personnel Services Quarterly Report Of Eligible Lists Extended For The Period April, May, And June 2006**
- G. Receive And File Department Of Personnel Services Quarterly Report Of Promotional Examinations And Late Applications Received For The Period April, May, And June 2006**
- H. Receive And File Department Of Personnel Services Monthly Status Report On Exempt Student Classes**
- N. Department Of Personnel Services Proposed Revisions To Airport Noise Officer Minimum Qualifications (Continued From 3/24, 5/19, 6/9 & 7/14/2006)**

Noting that Item **G** was not submitted Department of Personnel Services requested that it be removed from the Consent Calendar and continued to the meeting of 8/11/06.

At the request of Commissioner Johnson, Item **N** was removed from the Consent Calendar for discussion.

**ACTION:** By unanimous vote, approved the Consent Calendar (Items A, F and H).

### **SEPARATE MATTERS**

- B. Departmental Requests To Extend Provisional Appointments — NONE**

**C. Closed Session: Proposed Decision Of The Hearing Officer In The Appeal . . . From Release From Probation As An Environmental Specialist I With The Environmental Management Department (Continued From 9/9/05, 10/21/05, 3/24/06, & 4/21/2006)**

ACTION: At the request of the appellant, the Commission convened and acted on this matter in closed session. By the following vote the Commission adopted as the decision of the Civil Service Commission, County of Sacramento, State of California, the hearing officer's decision and decision on remand, in its findings of fact, conclusions of law, and order dismissing the appeal with prejudice.

AYES: Commissioners Johnson, Meredith, Bruce Nelson, and Nakagawa

NOES: None

ABSTAIN: None

ABSENT: Raymond Nelson

**D. Department Of Personnel Services And Department Of Animal Care And Regulation – Proposed New Class Of Registered Veterinary Technician**

ACTION: By unanimous vote, adopted the new class Registered Veterinary Technician, as submitted by Department of Personnel Services in their June 8, 2006 report, as corrected in their July 12, 2006 report, and as further amended by the Commissioners that under the "Physical Requirements" section, delete all **except** the fifth bullet which reads:

- *Lift 20 to 40 pounds without assistance and occasionally lift greater weights with assistance.*

**E. Department Of Personnel Services And Department Of Animal Care And Regulation – Proposed New Class Of Animal Shelter Volunteer Program Coordinator Class**

ACTION: By unanimous vote, adopted the new class of Animal Shelter Volunteer Program Coordinator, as submitted by Department of Personnel Services in initial their June 8, 2006 report, in their July 12, 2006 corrected report, and as further amended by the Commissioners that the "Physical Requirements" section be deleted.

**I. Department Of Personnel Services Proposed Revisions To The Class Of County Employee Benefits Manager And Re-Titling To Employee Benefits Manager**

ACTION: By unanimous vote of those present, approved as submitted by Department of Personnel Services in their June 26, 2006 report, and further amended by the Commissioners that under the "Minimum Qualifications" section, delete the following:

*"Note: Additional qualifying experience may be substituted for the required education on a year-for-year basis."*

**J. Appeals Pursuant To Civil Service Rule 4.2, Application Rejection – NONE**

**K. Receive And File Department Of Personnel Services Monthly Status Report On Provisional Appointments**

ACTION: By unanimous vote, received and filed.

**L. Commission Discussion Regarding 2005 – 2006 Grand Jury Final Report**

ACTION: By the following vote, moved to not respond to the Grand Jury regarding their 2005 – 2006 Final Report:

- AYES: Commissioners Johnson, Meredith, Bruce Nelson, and Raymond Nelson
- NOES: None
- ABSTAIN: Commissioner Nakagawa
- ABSENT: None

**M: Commission Discussion Regarding Review Of The Information Packet And Instructions Provided To The Hearing Officers To Better Ensure That Sufficient Information Is Presented In The Proposed Decisions And That The Proposed Decisions Comport With Sections 11 And 12 Of The Civil Service Rules**  
*(Continued to 8/11/06)*

**N. Department Of Personnel Services Proposed Revisions To Airport Noise Officer Minimum Qualifications** *(Continued From 3/24, 5/19, 6/9 & 7/14/2006)*

This item was removed from the Consent Calendar for discussion.

ACTION: By unanimous vote, and at the request of Department of Personnel Services, continued to the August 11, 2006 meeting.

**ADJOURNMENT**

There being no further business to come before the Commission and by unanimous vote, the meeting was adjourned at 3:15 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, August 11, 2006, in Suite 1450 at 700 H Street, Sacramento.

Respectfully Submitted:

Approval Recommended:

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/S/  
Jeanette King,  
Office Specialist II (C)

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/S/  
Leslie Leahy,  
Executive Officer

APPROVED:

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/S/  
Bruce Nelson,  
Chairperson