

## MINUTES

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

**DECEMBER 18, 2009**

The Commission convened for its regularly scheduled meeting at 1:30 p.m. on Friday, December 18, 2009, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Bowler, Johnson, Meredith, Nelson, and Suter were present.

### CONSENT CALENDAR

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

- A. **Minutes 11/06/09** (*Continued from 11/20 & 12/4/09*)
- I. **Receive And File: Department Of Personnel Services Monthly Status Report On Exempt Student Classes (For October)** (*Continued from 11/20 & 12/4/09*)
- J. **Receive And File: Department Of Personnel Services Monthly Status Report Of Promotional Examinations And Late Applications (For October)** (*Continued from 11/20 & 12/4/09*)
- L. **Receive And File: Department Of Personnel Services Monthly Status Report On Exempt Student Classes (For November)**
- N. **Receive And File: Department Of Personnel Services Monthly Status Report Of Promotional Examination And Late Applications (For November)**

ACTION: By unanimous vote, approved the Consent Calendar.

### SEPARATE MATTERS

- B. **Departmental Requests To Extend Provisional Appointments – NONE**
- C. **Appeals Pursuant To Civil Service Rule 4.2, Application Rejections – NONE**
- D. **CLOSED SESSION: Proposed Decision Of The Hearing Officer In The Appeal Of ... From Release From Probation As An Eligibility Specialist With Department Of Human Assistance** (*Continued from 12/4/09*)

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 proposed decision denying the appeal.

AYES: Commissioners Suter, Nelson, Johnson, Meredith and Bowler  
NOES: None  
ABSTAIN: None  
ABSENT: None

**E. CLOSED SESSION: Proposed Decision Of The Hearing Officer In The Appeal Of... From Release From Probation As An Office Assistant II With The Department Of Human Assistance** (*Continued from 7/10, 10/2 & 12/4/09*)

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 proposed decision denying the appeal.

AYES: Commissioners Meredith, Nelson, Bowler, Johnson and Suter  
NOES: None  
ABSTAIN: None  
ABSENT: None

**F. REVISED: Department Of Personnel Services Proposed New Classes Of 1) Sanitation District Senior Business Analyst; 2) Sanitation District Associate Business Analyst; and 3) Sanitation District Assistant Business Analyst** (*Withdrawn by DPS on 10/16 & 11/6, Continued from 12/4/09*)

ACTION: By unanimous vote, continued consideration of the proposed new classes of Sanitation District Senior Business Analyst; Sanitation District Associate Business Analyst; and Sanitation District Assistant Business Analyst, and directed that Department of Personnel Services add language relative to an Associate of Arts degree or equivalent as being qualifying to the Minimum Qualifications for each of the proposed new classes.

**G. Receive And File: Department Of Personnel Services Status Report In Response To The Civil Service Commission Request That The Coroner Technician (Level I/II), Senior Coroner Technician, And Supervising Coroner Technician Classification Specifications Be Revised So That The Physical Requirements Language Specifies The 150 Pound Lifting Requirement "Be Done With Assistance" To Be Consistent With The Physical Requirement Language Approved By The Commission In August 2009 For The Supervising Deputy Coroner and Deputy Coroner (Level I/II) Classes** (*Continued from 11/20 & 12/4/09*)

ACTION: By unanimous vote, received and filed.

**H. Receive And File: Department Of Personnel Services Monthly Status Report On Provisional Appointments (For October)** (*Continued from 11/20 & 12/4/09*)

ACTION: By unanimous vote, received and filed.

**K. Department of Personnel Services: Proposed Revisions To The Classes Of 1) Deputy Sheriff And 2) Deputy Sheriff (On-Call), Each Inclusive Of Revising The Minimum Qualifications; 3) Deputy Sheriff Trainee, Inclusive Of Increasing The Probationary Period To Twelve Months, And Retitling The Class To Deputy Sheriff Recruit; 4) Request To Retitle The Deputy Sheriff Trainee Eligible List To Deputy Sheriff Recruit; 5) Request To Remove The Deputy**

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**Sheriff Trainee Class From The Provisions Of Civil Service Rule 5.4 (g); And 6) Request To Adopt The Use Of P.O.S.T. Medical Standards For Use In Evaluating Candidates For The Classes Of Deputy Sheriff, Deputy Sheriff (On-Call), And Deputy Sheriff Recruit** *(Continued from 12/4/09)*

**ACTION:** By unanimous vote, took the following action as recommended in the November 17, 2009 Department of Personnel Services (DPS) report:

1. Revised the **Deputy Sheriff** class, Inclusive of Minimum Qualifications;
2. Revised the **Deputy Sheriff (On-Call)** class, Inclusive of Minimum Qualifications;
3. Revised the **Deputy Sheriff Trainee** class, Increased the Probationary Period to Twelve Months, and Retitled the class **Deputy Sheriff Recruit**;
4. Retitled the **Deputy Sheriff Trainee** Eligible List to **Deputy Sheriff Recruit**;
5. Approved Removal of the **Deputy Sheriff Trainee** Class *(Retitled Deputy Sheriff Recruit)* From The Provisions Of Civil Service Rule 5.4 (g); and
6. Adopted Use of **P.O.S.T. Medical Standards** in Evaluating Candidates for the Deputy Sheriff, Deputy Sheriff (On-Call), and Deputy Sheriff Recruit classes.

**M. Receive And File Department Of Personnel Services Monthly Status Report On Provisional Appointments** *(For November)*

**ACTION:** By unanimous vote, received and filed.

**OTHER**

**ADJOURNMENT**

There being no further business to come before the Commission and by unanimous vote, the meeting was adjourned at 3:52 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, January 8, 2010, in Suite 1450 at 700 H Street, Sacramento.

Respectfully Submitted:

Approval Recommended:

\_\_\_\_\_/S/  
Jeanette King,  
Civil Service Specialist

\_\_\_\_\_/S/  
Leslie Leahy,  
Executive Officer

APPROVED:

\_\_\_\_\_/S/  
Bernard Bowler,  
Chairperson