MINUTES

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

February 25, 2011

The Commission convened for its regularly scheduled meeting at 1:30 p.m. on Friday, February 25, 2011, at 700 H Street, in Suite 1450, Sacramento, California. Commissioners Bowler, Johnson, Meredith, and Suter were present. Commissioner Nelson arrived at 1:45 p.m.

CONSENT CALENDAR
(Matters on The consent calendar are acted upon as one motion.)

A. **Minutes 2/4/11**

E. <u>Receive And File</u>: **Department Of Personnel Services Monthly Status Report On Exempt Student Classes For** *January*

F. <u>Receive And File</u>: **Department Of Personnel Services Monthly Status Report On Promotional Examinations And Late Applications For** *January*

> **ACTION:** By unanimous vote of those present, 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. <u>Receive And File</u>: **Department Of Personnel Services Monthly Status Report On Provisional Appointments For** *January*

> **ACTION:** By unanimous vote of those present, Received and Filed.

G. **Department Of Personnel Services: Proposed New Classes Of Sanitation District Maintenance And Operations Senior Technician, Sanitation District Maintenance And Operations Technician, And Sanitation District Maintenance And Operations Assistant** (*Continued from 11/19/10 at DPS request and to 1/7/11 at Stationary Engineers, Local 39 request*)

> **ACTION:** By unanimous vote of those present, continued to the meeting of April 8, 2011.

H. **Department Of Personnel Services: Proposed New Class Of Sanitation District Maintenance and Operations Supervisor** (*Continued from 11/19/10 at DPS request and to 1/7/11 at Stationary Engineers, Local 39 request*)

> **ACTION:** By unanimous vote of those present, continued to the meeting of April 8, 2011.

I. **Department Of Personnel Services Proposed New Class Of Emergency Medical Services Administrator, Inclusive Of A 12-Month Probationary Period; And Request To Grant Status To Study Incumbent In The New Class**

In Accordance With Civil Service Rule 2.6 (c)(2)

ACTION: By unanimous vote of those present, approved the new class of Emergency Medical Services Administrator, inclusive of a 12-month probationary period, and granted status to the study incumbent.

J. *DPS REPORT BACK –* <u>**Receive And File**</u>**: Department Of Personnel Services Quarterly Report On Eligible List Extended For The Period** *October, November, And December 2010* (*Continued from 1/21 & 2/4/11*)

At the February 4, 2011 meeting this item was removed from the Consent Calendar for discussion with Commissioner Suter noting he did not see the eligible list for Park Ranger Manager in the report and that it should have been included. Mr. Joe Lopez, DPS HR Manager responded he would report back with the status of that job class at the next meeting.

Mr. Lopez reported the Park Ranger Manager eligible list would be abolished next month as interviews had been held and appointment had been made to the position.

ACTION: By unanimous vote of those present, Received and Filed.

K. <u>**OPEN SESSION**</u>**: Civil Service Commission Discussion Regarding Directive That Department Of Personnel Services That Classification Specifications Be Submitted With Inside Minimum Qualification Pattern Requirements That Recognize Sacramento County Career Service; And Receipt Of Report Back On Commission Counsel's Opinion**

ACTION: By unanimous vote of those present, at the request of Commission Counsel, continued to the March 11, 2011 meeting.

ADJOURNMENT

There being no further business to come before The Commission and by unanimous vote, the meeting was adjourned at 1:46 p.m. The Commission will reconvene for its next regularly scheduled meeting at 1:30 p.m. on Friday, March 11, 2011, in Suite 1450 at 700 H Street, Sacramento.

Respectfully Submitted: Approval Recommended:

 /S/   /S/
Jeanette King,   Leslie Leahy,
Civil Service Specialist   Executive Officer

APPROVED:

 /S/
Ron Suter,
Chairperson