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# CHARTER AMENDMENTS

CITY AND COUNTY OF SAN FRANCISCO

# Ordered Submitted by the Board of Supervisors

ELECTION, NOVEMBER 5, 1940

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Published under provisions of Section 183 of the Charter of City and County of San Francisco

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Registrar of Voters

# Charter Amendment No. 1

PARK DEPARTMENT—Amending Section 40 of Charter permitting Park Department to appoint Director of Zoo and granting Civil Service rating to employees exclusive of parttime employees receiving less than \$80 per month.

#### PARK DEPARTMENT

DESCRIBING AND SETTING FORTH A PROPOSAL TO THE ELEC-TORS OF THE CITY AND COUNTY OF SAN FRANCISCO, TO AMEND THE CHARTER OF SAID CITY AND COUNTY BY AMENDING SECTION 40 THEREOF RELATING TO THE PARK DEPARTMENT, BY PROVIDING THAT CERTAIN EMPLOYEES OF SAID DEPARTMENT SHALL BE SUBJECT TO THE CIVIL SERVICE PROVISIONS OF THE CHARTER.

The Board of Supervisors of the City and County of San Francisco hereby submits to the electors of the City and County of San Francisco at the general election to be held on November 5, 1940, a proposal to amend the Charter of said City and County by amending Section 40 thereof so that the same shall read as follows:

#### PARK DEPARTMENT

Section 40. The Park Department shall be under the management of a Park Commission consisting of five members who shall be appointed by the Mayor and serve without compensation. The term of office of each Commissioner shall be four years, provided that the Commissioners in office at the time this Charter shall go into effect shall be continued in office until twelve o'clock noon on the 15th day of January of the year of expiration of their terms, and thereafter their successors shall be appointed for four-year terms, commencing at twelve o'clock noon on the 15th day of January in such respective years.

The Park Commission shall appoint a Secretary and a Superintendent of Parks and Director of the Zoo, who shall hold office at its pleasure. The Superintendent shall be the chief executive of the department. He shall appoint all other employees of the said department and such appointments exclusive of those in part time service where the compensation including valuation of maintenance or other allowances is less than \$80.00 per month shall, beginning September 1, 1941, be subject to the Civil Service provisions of this Charter. Occupants of positions hereby made subject to the Civil Service provisions of the Charter who occupied such positions on the 1st day of September, 1941, and who have occupied the same for one year immediately prior thereto, shall be continued in their positions as if appointed thereto, after examination and certification from a list of eligibles and shall be governed thereafter by the Civil Service provisions of the Charter. Compensation of employees of the Park Department shall be subject to standardization to the same extent as are compensations of employees in other departments which are now subject to salary standardization.

The Park Commission shall be successors in office of the Park Commissioners holding office in the City and County at the time this Charter became effective and shall have all the powers and duties thereof, except ordinance making powers and except as in this Charter otherwise provided. Ordered Submitted—Board of Supervisors, San Francisco, Sept. 23, 1940. Ayes: Supervisors Colman, McGowan, McSheehy, Mead, Meyer, Ratto, Schmidt, Shannon, Uhl.

No: Supervisor Brown.

Absent: Supervisor Roncovieri.

I hereby certify that the foregoing was ordered submitted by the Board of Supervisors of the City and County of San Francisco.

DAVID A. BARRY, Clerk.

## Charter Amendment No. 2

LIBRARY DEPARTMENT—Amending Section 43 of Charter providing all members of the Library Department except the Librarian and Secretary and part-time employees earning less than \$80 per month shall be subject to Civil Service.

#### LIBRARY DEPARTMENT

DESCRIBING AND SETTING FORTH A PROPOSAL TO THE ELEC-TORS OF THE CITY AND COUNTY OF SAN FRANCISCO TO AMEND THE CHARTER OF SAID CITY AND COUNTY BY AMENDING SECTION 43 THEREOF BY PROVIDING THAT CER-TAIN EMPLOYEES OF SAID DEPARTMENT SHALL BE SUB-JECT TO THE CIVIL SERVICE PROVISIONS OF THE CHARTER.

The Board of Supervisors of the City and County of San Francisco hereby submits to the electors of the City and County of San Francisco at the general election to be held on November 5, 1940, a proposal to amend the Charter of said City and County by amending Section 43 thereof so that the same shall read as follows:

#### LIBRARY DEPARTMENT

Section 43. The library department shall be under the management of a library commission consisting of eleven members who shall be appointed by the mayor and shall serve without compensation.

The eleven library trustees constituting the board of library trustees in office at the time this charter shall go into effect shall, by lot, classify their respective terms of office so that three of such terms shall begin at twelve o'clock noon on the 15th day of January, 1932, 1933, and 1934, respectively, and two such terms shall begin at twelve o'clock noon on the 15th day of January, 1935. The term of each commissioner shall be four years, at the expiration of which the mayor shall appoint his successor.

The library commission shall appoint a librarian and a secretary who shall hold office at its pleasure. The librarian shall be the chief executive of the department and shall be the appointing officer for the department as provided in Section 20 of the Charter.

Commencing on the 1st day of January, 1942, all positions in the library department except those of librarian and secretary of the library commission and part time services carrying compensation of less than \$80.00 per month including valuation of maintenance or other allowances shall be subject to the civil service provisions of this Charter, and upon said date, any incumbent of such position in the

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library department, hereby made subject to civil service, who shall have held such position continuously for one year prior thereto, shall be deemed appointed to such position under the civil service provisions of this Charter.

The library commission shall be the successors in office of the board of library trustees holding office at the time this Charter shall go into effect and shall have all of the powers and duties thereof, except as in this charter otherwise provided.

Ordered Submitted—Board of Supervisors, San Francisco, Sept. 20, 1940. Ayes: Supervisors Colman, McGowan, McSheehy, Meyer, Shannon, Uhl. Absent: Supervisors Brown, Mead, Ratto, Roncovieri, Schmidt.

I hereby certify that the foregoing was ordered submitted by the Board of Supervisors of the City and County of San Francisco.

> DAVID A. BARRY, Clerk.

## Charter Amendment No. 3

CONTINUOUS SERVICE—Amending Section 161 of Charter, defining what continuous service means for the City and County caused by attending Military Service.

#### CONTINUOUS SERVICE

DESCRIBING AND SETTING FORTH A PROPOSAL TO THE ELEC-TORS OF THE CITY AND COUNTY OF SAN FRANCISCO TO AMEND THE CHARTER OF SAID CITY AND COUNTY BY AMENDING SECTION 161 THEREOF RELATING TO CONTINU-OUS SERVICE FOR THE PURPOSE OF THE RETIREMENT SYS-TEM AND PROVIDING THAT THE MEMBERS THEREOF WHEN INDUCTED INTO THE ARMY OR THE NAVY SHALL CON-TINUE THEIR MEMBERSHIP UNDER SAID RETIREMENT BOARD, AND THAT UNDER CERTAIN CONDITIONS THE CITY SHALL PAY THEIR CONTRIBUTIONS TO SAID RETIREMENT SYSTEM.

The Board of Supervisors of the City and County of San Francisco hereby submits to the electors of the City and County of San Francisco at the general election to be held on November 5, 1940, a proposal to amend the Charter of said City and County by amending Section 161 thereof relating to continuous service for the purposes of the Retirement System and providing that the members thereof when inducted into the Army or the Navy shall continue their membership under said Retirement Board, and that under certain conditions the City shall pay their contributions to said Retirement System.

#### CONTINUOUS SERVICE

Section 161. Continuous service shall be defined by the Board of Supervisors. The absence of any officer or employee of the City and County from service caused by reason of the service of such officer or employee in the military or naval forces of the United States in any war in which the United States has engaged, shall not be deemed to be absence from service for the purposes of the Retirement System, and such officer or employee shall receive credit under the Retirement System for the period of such absence, in the same manner as if he had not been absent.

Any member of the Retirement System who is absent after September 14, 1940, from the service of the City and County, by reason of service or training in the military or naval forces of the United States or other armed forces of the United States of a comparable category hereafter created, or in the National Guard of California, or by reason of any other service connected with the national defense, all in response to an order or call of the Government of the United States or of the State of California or an authorized officer thereof, may elect within four months after the effective date hereof or within four months after the beginning of such absence, to contribute to said Retirement System while serving in said forces, and at times and in a manner to be fixed by the Retirement Board, amounts equal to the contributions which he would have made from the beginning of said absence or from the date of said election, had he remained on duty in the position he occupied and at the compensation being earned by him immediately prior to the beginning of said absence. The City and County shall contribute to the Retirement System on account of any member who exercises affirmatively the election provided herein, in the same manner and amounts as if said member were not absent in said service. If the member's base pay in said service shall be less than one hundred dollars per month, the City and County, in lieu of said member, shall contribute also the amount which the member would otherwise contribute under said election, and said contributions shall be administered as if made by said member.

It is the purpose of the paragraph next preceding, to place a member who is absent from the service of the City and County by reason of service or training as set forth in the paragraph next preceding, and who contributes or for whom contributions are made under the election herein provided, in the same status under the Retirement System, as that which he would have occupied had he remained on duty in the position he occupied immediately prior to the beginning of said absence, and Charter and Ordinance provisions governing the Retirement System, shall apply to said member with like effect as if he were not so absent. If, however, a member who exercises affirmatively the election provided herein, shall default in any of the contributions due to the Retirement System under said election, and if said contributions are not made for him, then he shall be considered absent from service during the period covered by said defaulted contributions, the same as if he had not exercised affirmatively said election, and he shall not receive credit as service for the City and County, for the period covered by said defaulted contributions; but the absence during said period of default, shall not break the continuity of service required of such member to entitle him to a pension or retirement allowance, as provided under the Retirement System.

Any member of the Retirement System who is absent from the service of the City and County by reason of service or training as set forth in the second paragraph of this section, and who does not affirmatively exercise the election herein provided, shall not receive credit as service for the City and County, for the period of such absence, but the absence shall not break the continuity of service required of such member to entitle him to a pension or retirement allowance as provided under the Retirement System.

Ordered Submitted—Board of Supervisors, San Francisco, Sept. 20, 1940. Ayes: Supervisors Colman, McGowan, McSheehy, Meyer, Ratto, Schmidt, Shannon, Uhl.

Absent: Supervisors Brown, Mead, Roncovieri.

I hereby certify that the foregoing was ordered submitted by the Board of Supervisors of the City and County of San Francisco.

DAVID A. BARRY,

Clerk.

## Charter Amendment No. 4

LEAVES OF ABSENCE—Amending Section 153 of Charter allowing employees to retain their Civil Service status after service in the United States armed forces.

#### LEAVES OF ABSENCE

DESCRIBING AND SETTING FORTH A PROPOSAL TO THE ELEC-TORS OF THE CITY AND COUNTY OF SAN FRANCISCO TO AMEND THE CHARTER OF SAID CITY AND COUNTY BY AMENDING SECTION 153 THEREOF SO AS TO PROVIDE FOR LEAVES OF ABSENCE TO OFFICERS AND EMPLOYEES OF THE CITY AND COUNTY WHILE SERVING IN THE MILITARY OR NAVAL FORCES OF THE UNITED STATES OR IN THE NATIONAL GUARD OF CALIFORNIA, AND PROVIDING FOR SAID PERSONS HOLDING THEIR RANK ON CIVIL SERVICE ELIGIBLE LISTS.

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The Board of Supervisors of the City and County of San Francisco hereby submits to the electors of the City and County of San Francisco at the general election to be held on November 5, 1940, a proposal to amend the Charter of said City and County by amending Section 153 thereof so that the same shall read as follows:

#### LEAVES OF ABSENCE

Section 153. Leaves of absence to officers and employees of the City and County shall be governed by rules established by the Civil Service Commission, provided that leave of absence to any officer or employee for the purpose of leaving the City and County, taking a position outside of the City and County service, or accepting a position in some department or office of the City and County other than the one in which he is employed and where the duties are in no way related to the duties covered by his civil service classification, shall be limited to six months; and provided, further, that no limit shall be placed on a leave of absence granted to enable an officer or employee to accept promotion to a non-civil service position in the same department in which he holds civil service status, or promotion to co-related work in another department or office of the City and County.

Leaves of absence shall be granted to officers, employees and persons on eligible lists for terms of service in the army, the navy or the marine corps, in time of war and for such time thereafter as may be provided by rule of the commission, but not to exceed two years after the proclamation of peace, except in case of disability incurred in line of duty, when such disability shall extend beyond such period. If a person on such leave has been appointed to a permanent position, he shall be entitled to resume such position at the expiration of his leave, and if any civil service rights accrue to any appointee by reason of seniority, the term of service shall be reckoned a part of his service under the City and County, exclusive of service under the retirement provisions of this Charter. If persons on such leave have standing on an eligible list, they shall retain their places thereon, and upon presenting an honorable discharge from such wartime service shall be preferred for appointment in the order of standing upon such register at the time of enlistment and before candidates securing standing through an examination held subsequent to such enlistment.

Whenever any officer or employee of the City and County of San Francisco, or

any uncertificated officer or employee of the Unified School District of said City and County, including persons under probationary appointment, or any person having rank or place on any civil service list of eligibles for appointment to any position under the government of said City and County, or to any uncertificated position under said Unified School District, shall by order of the Government of the United States or by lawful order of any of its departments or officers, or by lawful order of the State of California, or any of its departments or officers, be directed in time of peace, to report for service or training in any branch of the military or naval forces of the United States, or in the National Guard of California, and shall be inducted into said service, or into any service for national defense or preparedness, or who, in time of peace, in response to any call from the Federal or State governments to enlist for service or training in any branch of the military or naval forces of the United States, or in the National Guard of California, shall so enlist, said officer or employee shall be entitled to a leave of absence from his office or position during the time of his enlistment or service and for a period of three months after the expiration thereof.

Employees or eligibles entering or being inducted into said service shall, prior thereto, file with the Civil Service Commission a copy of the orders requiring such service. If said person so enlisting or serving is on any civil service list of eligibles, he shall maintain his place on said list during the period of said service unless the list shall expire prior thereto, but if his name has been reached for certification to any permanent position during said period of service, and he has filed a copy of the orders requiring such service with the Civil Service Commission as herein provided, he shall be preferred for appointment at the end of his service, a temporary appointment shall be made to said position to serve during the leave of absence of said person whose name is reached for certification, and on expiration of said leave said person shall be certified for appointment to said position. The Civil Service Commission shall have full power and authority to make all necessary rules not in conflict with this section, to carry its purposes into effect.

The Civil Service Commission, by rule and subject to the approval of the Board of Supervisors by ordinance, shall provide for leaves of absence due to illness or disability, which leave or leaves may be cumulative, if not used as authorized, provided that the accumulated unused period of sick leave shall not exceed six months, regardless of length of service, and provided further that violation or abuse of the provisions of said rule and ordinance by any officer or employee shall be deemed an act of insubordination and inattention to duties.

Ordered Submitted—Board of Supervisors, San Francisco, Sept. 23, 1940. Ayes: Supervisors Brown, Colman, McGowan, McSheehy, Meyer, Ratto, Schmidt, Shannon, Uhl.

Absent: Supervisors Mead, Roncovieri.

I hereby certify that the foregoing was ordered submitted by the Board of Supervisors of the City and County of San Francisco.

DAVID A. BARRY,

Clerk.

# Charter Amendment No. 5

**PROMOTIONS**—Amending Section 146 of Charter to provide for the promotion of employees in the Fire and Police Departments.

#### PROMOTIONS

DESCRIBING AND SETTING FORTH A PROPOSAL TO THE QUAL-IFIED ELECTORS OF THE CITY AND COUNTY OF SAN FRAN-CISCO, STATE OF CALIFORNIA, TO AMEND THE CHARTER OF SAID CITY AND COUNTY BY AMENDING, AS HEREIN SET FORTH, SECTION 146 THEREOF, REGULATING THE HOLDING OF PROMOTIONAL EXAMINATIONS IN THE POLICE DEPART-MENT AND IN THE FIRE DEPARTMENT, AND PROVIDING FOR CERTAIN CREDITS TO BE ALLOWED TO THOSE PARTICIPAT-ING IN SAID EXAMINATIONS.

The Board of Supervisors of the City and County of San Francisco hereby submits to the qualified electors of said City and County at the election to be held on the 5th day of November, 1940, a proposition to amend the Charter of said City and County by amending, as herein set forth, Section 146 thereof, regulating the holding of promotional examinations in the Police Department and in the Fire Department, and providing for certain credits to be allowed to those participating in said examinations.

Section 146. Whenever it deems it to be practicable, the Civil Service Commission shall provide for promotion in the service on the basis of such examinations and tests as the Commission may deem appropriate, and shall, in addition, give consideration to ascertained merit and records of City and County service of applicants. The Commission shall announce in the examination scope circular the next lower rank or ranks from which the promotion will be made. Except as specifically provided in other sections of this Charter, all promotions in the uniform forces of the Police and Fire Departments, respectively, shall be made from the next lower civil service rank attained by examinations, as herein set forth, giving consideration also to meritorious public service and seniority of service. All such promotive examinations in the Police and Fire Departments shall be entirely of a written character, and all questions asked or problems given in said examinations shall pertain to matters concerning the duties of members of the department for which the examination is held.

Fifteen per cent of the total credits obtainable under any promotive examination for eligibles for the Police or Fire Department shall be allowed for seniority of service, which said credits shall be distributed as follows:

## EXAMINATIONS FOR ELIGIBLES FOR THE POLICE DEPARTMENT

(a) For Promotion to the Rank of Sergeant of Police:

One per cent of the total credits allowed for the entire examination shall be allowed for each year of service in the department until a total of 15 per cent of the credits of the entire examination is reached;

(b) For Promotion to the Rank of Lieutenant of Police:

Six-tenths of one per cent of the total credits allowed for the entire examination shall be allowed for each year of service in the department until a total of 9 per

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cent of said total credits of the entire examination is reached, and in addition thereto six-tenths of one per cent of the total credits allowed for the entire examination shall be allowed for each year of service in the rank of corporal or sergeant until a total of 6 per cent of the credits of the entire examination is reached.

(c) For Promotion to the Rank of Captain of Police:

Forty-five hundredths of one per cent of the total credits allowed for the entire examination shall be allowed for each year of service in the department until a total of 9 per cent of said total credits for said examination is reached, and in addition thereto six-tenths of one per cent of the total credits allowed for the entire examination shall be allowed for each year of service in the rank of lieutenant until a total of six per cent of the credits of the entire examination is reached.

(d) In addition to the foregoing credits for seniority, ten per cent of the total credits allowed for said examinations shall be allowed for ascertained merit and meritorious public service; sixty per cent of said ten per cent to be allowed to each applicant for a clean record in the department, and forty per cent of said ten per cent shall be the maximum which may be allowed for acts of meritorious public service according to the judgment of the Commission.

## EXAMINATIONS FOR ELIGIBLES FOR THE FIRE DEPARTMENT

Fifteen per cent of the total credits allowed for any promotive examination shall be allowed for seniority of service, which said credits shall be distributed as follows:

(e) For Promotion to the Rank of Lieutenant in the Fire Department:

One per cent of the total credits allowed for the entire examination shall be allowed for each year of service in the Fire Department until a maximum of fifteen per cent is reached;

(f) For Promotion to the Rank of Captain in the Fire Department:

Six-tenths of one per cent of the total credits allowed for the entire examination shall be allowed for each year of service in the Fire Department until a total of nine per cent is reached; and in addition thereto there shall be allowed six- « tenths of one per cent of the total credits allowed for the entire examination for each year of service in the rank of Lieutenant, until a total of six per cent of the credits of the entire examination is reached.

(g) For Promotion to all ranks above Captain in the Fire Department:

Forty-five hundredths of one per cent of the total credits allowed for the entire examination shall be allowed for each year of service in the Fire Department until a total of nine per cent of said credits is reached, and in addition thereto there shall be allowed six-tenths of one per cent of the total credits allowed for the entire examination for each year of service as an officer in the rank held by the applicant at the time of the examination, until a total of six per cent of the credits of the entire examination is reached.

(h) In addition to the foregoing credits for seniority, 10 per cent of the total credits allowed for said examinations shall be allowed for ascertained merit and meritorious public service; 60 per cent of said 10 per cent to be allowed to each applicant for a clean record in the department, and 40 per cent of said 10 per cent shall be the maximum which may be allowed for acts of meritorious public service according to the judgment of the Commission.

(i) In promotional examinations in the Fire Department, seniority of service, meritorious public service and ascertained merit shall be added to the credit obtained by the applicant in the written portion of said examination, and shall be taken into consideration by the Commission in determining his passing mark and his place upon the list of eligibles. (j) In computing the credits for service in both the Police Department and the Fire Department, fractional parts of the year shall not be considered.

Ordered Submitted—Board of Supervisors, San Francisco, Sept. 20, 1940. Ayes: Supervisors McGowan, McSheehy, Meyer, Ratto, Schmidt, Shannon, Uhl.

No: Supervisor Colman.

Absent: Supervisors Brown, Mead, Roncovieri.

I hereby certify that the foregoing was ordered submitted by the Board of Supervisors of the City and County of San Francisco.

DAVID A. BARRY, Clerk.

# Charter Amendment No. 6

MISCELLANEOUS OFFICERS AND EMPLOYEES— Adding Section 165.1 to Charter providing benefits under Retirement System for employees of Pacific Gas & Electric Company who become employees of City and County.

#### PACIFIC GAS & ELECTRIC COMPANY EMPLOYEES

DESCRIBING AND SETTING FORTH A PROPOSAL TO THE ELEC-TORS OF THE CITY AND COUNTY OF SAN FRANCISCO TO AMEND THE CHARTER OF SAID CITY AND COUNTY BY ADDING A NEW SECTION THERETO TO BE KNOWN AS SEC-TION 165.1, GIVING TO THE BOARD OF SUPERVISORS THE POWER TO PROVIDE, BY ORDINANCE, FOR RETIREMENT BENEFITS FOR THE EMPLOYEES OF THE PACIFIC GAS & ELECTRIC COMPANY WHEN THE ELECTRIC DISTRIBUTION SYSTEM THEREOF IS TEMPORARILY ACQUIRED BY THE CITY.

The Board of Supervisors of the City and County of San Francisco hereby submits to the electors of the City and County of San Francisco at the general election to be held on November 5, 1940, a proposal to amend the Charter of said City and County by adding thereto Section 165.1, to read as follows:

#### PACIFIC GAS & ELECTRIC COMPANY EMPLOYEES

Section 165.1. The Board of Supervisors shall have the power to provide by ordinance retirement benefits for persons who become employees of the City and County of San Francisco under any lease, or other temporary arrangement, entered into between said City and County and the Pacific Gas & Electric Company, and because of their employment by said Company at the effective date of said lease, or other temporary arrangement. The effect of said ordinance shall be to provide essentially the same retirement benefits for said employees on account of service rendered under said lease, or other temporary arrangement, as if said persons had been employees of said Company throughout the term of said lease.

The further effect of said ordinance shall be to provide for permanent retirement rights for said persons, in the event they become employees of said City and County upon purchase or other permanent acquisition of the properties of said Company, essentially the same benefits on account of service rendered as employees of said City and County, as they would have received if they had been members throughout said service of the San Francisco City and County Employees' Retirement System on the same basis as other employees of said City and County, except members of Fire or Police Departments.

Ordered Submitted—Board of Supervisors, San Francisco, Sept. 23, 1940. Ayes: Supervisors Brown, Colman, McGowan, McSheehy, Meyer, Ratto, Schmidt, Shannon, Uhl.

Absent: Supervisors Mead, Roncovieri.

I hereby certify that the foregoing was ordered submitted by the Board of Supervisors of the City and County of San Francisco.

DAVID A. BARRY,

Clerk.

## Charter Amendment No. 7

PUBLIC UTILITIES EMPLOYEES—Adding Section 125.1 to Charter granting Civil Service status to employees of any public utility hereafter acquired.

### EMPLOYEES TEMPORARILY ACQUIRED FROM THE PACIFIC GAS & ELECTRIC COMPANY

DESCRIBING AND SETTING FORTH A PROPOSAL TO THE ELEC-TORS OF THE CITY AND COUNTY OF SAN FRANCISCO TO AMEND THE CHARTER OF SAID CITY AND COUNTY BY ADD-ING A NEW SECTION THERETO TO BE KNOWN AS SECTION 125.1 THEREOF, RELATING TO THE CIVIL SERVICE RIGHTS OF PERSONS EMPLOYED IN THE OPERATING SERVICE OF ANY PUBLIC UTILITY ACQUIRED BY THE CITY UNDER LEASE OR ANY OTHER TEMPORARY ARRANGEMENT, AND PROVIDING "THAT SAID PERSONS SHALL BE CONTINUED IN THEIR RE-SPECTIVE POSITIONS AND SHALL BE ENTITLED TO THE BENEFITS OF THE CIVIL SERVICE PROVISIONS OF THE CHAR-TER AS LONG AS SAID LEASE OR TEMPORARY ARRANGE-MENT IS IN FORCE.

The Board of Supervisors of the City and County of San Francisco hereby submits to the electors of said City and County at a general election to be held on November 5, 1940, a proposal to amend the Charter of said City and County by adding a new section thereto to be known as Section 125.1, the same to read as follows:

Section 125.1. All persons employed in the operating service of any public utility hereafter acquired by lease or under any other temporary arrangement, under which the City acquires the right to operate said utility, shall be continued in their respective positions and shall be deemed appointed to such positions under, and entitled to all, the benefits of the civil service provisions of this Charter for the period of time during which the City shall continue to operate said utility under said lease or other temporary arrangement. Should the City permanently acquire said utility, said persons shall come into the permanent employ of the City and County in their respective positions and shall be deemed permanently appointed thereto under the civil service provisions of the Charter and shall be entitled to all the benefits thereof, all subject to the provisions contained in Section 125 of the Charter; provided, however, that said employees who are taken over into the employ of the City under said lease or other temporary arrangement shall not be subject to the residential qualifications of the Charter, during the term of said lease or other temporary arrangement. All employees of any such utility, acquired or operated by the City under any lease or other temporary arrangement, who come into the employ of said utility after the temporary acquisition of same, shall be subject to the civil service provisions of the Charter. The civil service rights of any person who comes into the service of the City under any lease or other temporary arrangement for the acquisition and operation of said utility shall cease and terminate upon the expiration of said lease or other temporary arrangement.

Ordered Submitted—Board of Supervisors, San Francisco, Sept. 20, 1940. Ayes: Supervisors Colman, McGowan, McSheehy, Meyer, Ratto, Schmidt, Shannon.

No: Supervisor Uhl.

Absent: Supervisors Brown, Mead, Roncovieri.

I hereby certify that the foregoing was ordered submitted by the Board of Supervisors of the City and County of San Francisco.

> DAVID A. BARRY, Clerk.

## Charter Amendment No. 8

HEALTH SERVICE SYSTEM—Amending Section 172.1 of Charter relating to the Health Service System by providing for appeals to the Retirement Board from rulings of the Health Service Board.

#### HEALTH SERVICE SYSTEM

DESCRIBING AND SETTING FORTH A PROPOSAL TO THE QUAL-IFIED ELECTORS OF THE CITY AND COUNTY OF SAN FRAN-CISCO TO AMEND THE CHARTER OF SAID CITY AND COUNTY BY AMENDING SECTION 172.1 THEREOF RELATING TO THE HEALTH SERVICE SYSTEM AUTHORIZING PETITIONS TO THE HEALTH SERVICE BOARD, PROVIDING FOR REVIEW BY THE RETIREMENT BOARD OF CERTAIN DETERMINATIONS AND FOR ANNUAL REVIEW OF ADEQUACY OF MEDICAL CARE AND OF COMPENSATION AND PROFESSIONAL FEE SCHED-ULES.

The Board of Supervisors of the City and County of San Francisco hereby submits to the electors of the City and County of San Francisco at the general election to be held on the 5th day of November, 1940, a proposal to amend the Charter of the said City and County by amending Section 172.1 thereof, so that the same shall read as follows:

#### HEALTH SERVICE SYSTEM

Section 172.1:

Subdivision 1. A health service system for municipal employees is hereby established. Said system shall be administered by a board to be known as the

Health Service Board. The members of the system shall consist of all employees of the City and County who are members of the retirement system and all teachers and employees of the board of education who are members of said retirement system. Any employee who adheres to the faith or teachings of any recognized religious sect, denomination or organization and, in accordance with its creed, tenets or principles, depends for healing upon prayer in the practice of religion shall be exempted from the system upon filing annually with the Health Service Board an affidavit stating such adherence and dependence and disclaiming any benefits under the system. The board shall have the power to exempt any person whose annual compensation exceeds forty-five hundred (\$4,500.00) dollars and any person who has otherwise provided for adequate medical care.

Subdivision 2. The Health Service Board shall consist of nine members elected by the members of the system. The first members of the board shall classify themselves by lot so that three shall serve for one year, three for two years and three for three years from and after May 15, 1937. Thereafter the term of office shall be three years. Each member of the board shall give bond in the sum of ten thousand (\$10,000.00) dollars, the premium on which shall be paid out of the funds of the system. Vacancies shall be filled for the unexpired term by a majority vote of the remaining members of the Board. Members of the Board shall be nominated by a written nomination of twenty members filed with the registrar of voters not earlier than April 1st nor later than April 15th of each year. The registrar of voters shall prepare ballots and shall furnish the same to all members of the system between April 15th and April 25th and shall receive the ballots between April 25th and May 7th and canvass and certify the result on May 8th. The registrar of voters shall have power to make such regulations respecting the form, distribution and canvassing of the ballots as may be necessary to secure secrecy of the ballots and prevent fraud. The persons equal in number to the number to be elected who receive the greatest number of votes shall be declared elected. Not more than one employee of any one department or office may be a member of the Board. For the purpose of the first election, all employees eligible for membership in the system shall be deemed members.

Subdivision 3. The Board shall have power:

(a) By a two-thirds vote of the entire membership of the Board to adopt a plan or plans for rendering medical care to the members of the system, or for the indemnification of the cost of said care, or for obtaining and carrying insurance against such costs, provided:

1. No member of the system shall be required to accept the services or medical supplies of any physician, surgeon, person licensed to treat human diseases without the use of drugs, dentist, nurse, pharmacist or hospital selected by the Board, but, subject to rules and regulations of the Board, every member shall have the right to select, of his own choice, any duly licensed physician, surgeon, person licensed to treat human diseases without the use of drugs, dentist, nurse, pharmacist, hospital or other agency of medical care as herein defined, who or which will render the required services pursuant to said rules and regulations, and the Board shall make provision for the exercise of such choice; and is hereby expressly prohibited from entering into any exclusive contract for the rendering of said services;

2. Any duly licensed physician, surgeon, person licensed to treat human diseases without the use of drugs, dentist, nurse, pharmacist, hospital or other agency of medical care shall have the right to furnish such services or medical supplies at uniform rates of compensation to be fixed by the Board;

3. Such rates of compensation and any and all proposed contracts respecting the rendering of such services shall be reviewed by the retirement board of the City and County and shall not become effective unless and until approved by the retirement board. The retirement board may approve, refer to the Health Service Board for further consideration, or disapprove any matter or proposal which is within its jurisdiction under the provisions of this section, and it shall act within sixty (60) days after any matter has been submitted to it, and failure of the retirement board to approve, refer or disapprove the same within said period shall constitute an approval.

4. In January of each year, at public hearings, the Health Service Board shall review and determine the adequacy of medical care provided for members of the system and the adequacy of fee schedules and the compensation paid for all services rendered and it may make such revisions therein as it deems equitable. Any such determination or revision shall be subject to review by the retirement board upon an appeal taken within thirty (30) days thereafter by a written petition filed with the retirement board and signed by not less than fifteen per cent. (15%)of the members of the system or by not less than fifteen per cent. (15%) of those of any one of the following groups who have contracted to render services to the members of the system: Physicians and surgeons; persons licensed to treat human diseases without the use of drugs; dentists; nurses; pharmacists; hospitals; other agencies of medical care. A copy of such petition shall also be filed with the Health Service Board at the same time. The retirement board may approve or disapprove such determination or revision of the Health Service Board by a majority of its members or refer the same to the Health Service Board for further consideration. Failure of the retirement board to approve, refer or disapprove such determination or revision within sixty (60) days after filing the petition shall constitute an approval.

5. The Health Service Board shall receive, consider and, within sixty (60) days after receipt, act upon any matter pertaining to the administration, operation or conduct of the health service system submitted to it in writing by any member of the system or any person who has contracted to render medical care to the members of the system.

6. The said retirement board is hereby authorized and empowered and it is hereby made its duty to exercise the powers and to perform the duties prescribed for it by this section.

(b) To put said plans into effect and to conduct and administer the same and, for all or any of said purposes, to contract therefor and use the funds of the system.

(c) To make rules and regulations for the transactions of its business, the granting of exemptions and the admission to the system of persons who are hereby made members thereof and such other officers and employees as may voluntarily become members of the system with the approval of the Board.

(d) To appoint a secretary and other employees, who shall hold office at the pleasure of the Board, and to fix their respective compensations.

(e) To make provision for the participation in the benefits of the system by the dependents of members, retired municipal employees and temporary municipal employees, provided that such participation shall be without cost to the City and County.

Subdivision 4. The Board shall determine and certify to the Controller the amount to be paid monthly by the members of the system to a fund for the purposes of the system hereby created. The Controller shall deduct said sums from the compensation of the members and shall deposit the same with the Treasurer of the City and County to the credit and for the use of the system. Such deductions shall not be deemed to be a reduction of compensation under any provision of this charter. The Board shall have control of the administration and investment of the funds, provided that all investments shall be of the character legal for insurance companies in California. Disbursements from the fund shall be made only upon audit by the Controller and the Controller shall have and exercise the

14

accounting and auditing powers over the funds of the system which are vested in him by this charter with respect to all other municipal boards, officers and commissions.

Subdivision 5. The term "medical care" shall include the services of physicians, surgeons, nurses, persons licensed to treat human diseases without the use of drugs, hospitalization, medicines and appliances, and dental, optical and other medical treatments and services.

All acts performed and services rendered under the provisions of this section shall be performed in accordance with the provisions as to professional conduct prescribed by the statutes of the State of California regulating such professional conduct and services.

Medical care, as defined in this section, shall not be furnished or supplied to any member of the system by or in any of the public health and hospital facilities of the City and County, except that emergency medical and hospital care may be rendered to any member of the system in the usual course of emergency health service.

Subdivision 6. Members of the system shall have and possess no claim or recourse against any of the funds of the municipality by virtue of the adoption or operation of any plan for rendering medical care, indemnifying costs of said care or carrying insurance against such costs, but the claim and recourse of any such member shall be limited solely to the funds of the system. All expenses of the system shall be borne exclusively by the funds of the system and the City and County shall not appropriate or contribute funds in any manner for the purposes of the system hereby established and provided.

Ordered Submitted-Board of Supervisors, San Francisco, Sept. 23, 1940. Ayes: Supervisors Brown, Colman, McGowan, McSheehy, Meyer, Ratto, Schmidt, Shannon.

No: Supervisor Uhl.

Absent: Supervisors Mead, Roncovieri.

I hereby certify that the foregoing was ordered submitted by the Board of Supervisors of the City and County of San Francisco.

DAVID A. BARRY,

Clerk.

SAN FRANCISCO PUBLIC LIBRARY

# Vote YES on Amendment No. 2 **Public Library Under Civil Service**

A YES vote on Charter Amendment No. 2 extends civil service to library employees. All librarians affected by this amendment have already passed rigid examinations proving their fitness for their positions.

# FIVE REASONS For Charter Amendment No. 2

- (1) NO ADDITIONAL COST TO TAXPAYER. This amendment will not increase salaries or number of positions in the Library.
- (2) PROTECTS THE MERIT SYSTEM. The Library has long had its own merit system established by the Library Commission. The members of the Commission urge your support of this amendment which makes the merit system permanent, and provides against possible introduction of the spoils system.
- (3) EXTENDS CIVIL SERVICE. Almost all city departments are now under civil service. Approximately nine out of ten city employees are under a permanent merit system. Your Public Library should also be protected by civil service.
- (4) LARGEST PUBLIC LIBRARIES IN CALIFORNIA ARE UN-DER CIVIL SERVICE. The Los Angeles Public Library, Oakland Free Library, California State Library, and many others have proven the success of civil service in the library field.
- PASSAGE OF AMENDMENT No. 2 has been urged by the (5) Board of Library Commissioners, and approved by the City Librarian. It was unanimously submitted by the Board of Supervisors.

The following organizations are among the many that have endorsed it:

SAN FRANCISCO JUNIOR CHAMBER OF COMMERCE

SAN FRANCISCO BUILDING TRADES COUNCIL SAN FRANCISCO LABOR COUNCIL SAN FRANCISCO CIVIL SERVICE COMMISSION

SAN FRANCISCO MUNICIPAL CIVIL SERVICE ASS'N.

SAN FRANCISCO FED. OF MUNICIPAL EMPLOYEES

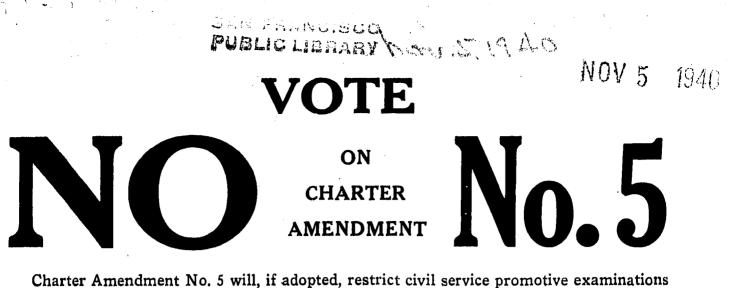
WOMEN'S CIVIC CENTER CLUB

SIGNED BY:

**BOARD OF LIBRARY COMMISSIONERS, SAN FRANCISCO PUBLIC LIBRARY. LAWRENCE J. CLARKE, SECRETARY.** 

Authorized by Resolution 1346, Board of Supervisors.

Vote "YES" Charter Amendment No. 2 November 5th, 1940



in the Fire and Police Departments to written tests only on matters concerning the duties of members of the department for which the examination is held. This measure will also increase credits for seniority—length of service—in the department to 15 per cent instead of 5 per cent as at present. This measure will prohibit the San Francisco Civil Service Commission from checking up on the physical condition of candidates for positions of higher rank in the Fire and Police Departments. This proposed amendment will also prohibit the Civil Service Commission from giving oral tests, aptitude tests, and general knowledge and intelligence tests—all of which are essential to selection of the best men for the City's service.

The purpose of Charter Amendment No. 5—to restrict police and fire promotive examinations to written tests only—is contrary to accepted standards in all modern civil service jurisdictions in the United States—municipal, state and Federal. At present, in all other departments of the City and County of San Francisco under civil service, allowance is made for an oral test in promotive examinations for all positions requiring supervisory or executive ability. It is well known that in private employment there are seldom any WRITTEN tests used, and practically all tests given are ORAL. It is generally conceded that no written tests have yet been devised, or appear likely to be devised in the near future, to test adequately the attributes of leadership—an applicant's ability to direct the work of subordinates, and his ability to lead men. Both of these qualities are more necessary in the Police and Fire Departments than in other branches of the City's civil service. These uniformed forces are organized along semi-military lines and must be ready at all times to meet any emergency. Leadership and ability to handle the forces entrusted to their care are essential requisites to the promotional posts in the Fire and Police Departments. Under the terms of Charter Amendment No. 5, the Civil Service Commission would be debarred from any attempt to determine these necessary qualifications.

Another provision of Charter Amendment No. 5 provides that up to 15 per cent credit be granted for seniority of service instead of the maximum of 5 per cent now allowed by the Charter. The result of this unusually large amount of credit for service in the departments—whether that service was good, bad, or indifferent—will automatically become a controlling factor in selection of officers. This undue allowance for seniority will restrain applicants of superior qualifications, but with shorter periods of service, from getting deserved promotions on merit. Such applicants for promotion must resign themselves to long periods of service in the lower ranks. This will stifle initiative and ambition in the departments. Long years of service in a department does not necessarily qualify a man for promotion.

Charter Amendment No. 5 has been introduced and sponsored by the men in the Police and Fire Departments seeking promotion through civil service examinations. It is opposed by the Civil Service Commission, which is the specialized department in the City's service entrusted with the task of devising ways and means—that is, test—for securing the best personnel for the various City departments.

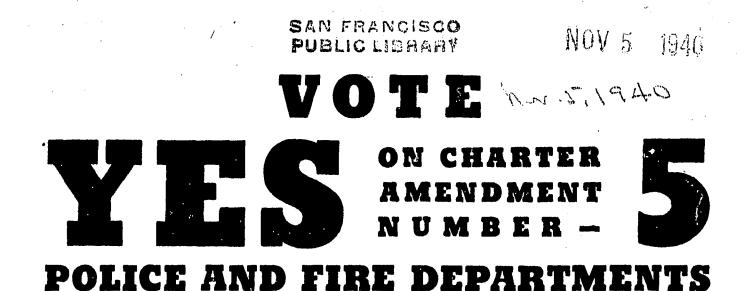
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Vote NC

BUILDING OWNERS' AND MANAGERS' ASSOCIATION OF SAN FRANCISCO DOWN TOWN ASSOCIATION RETAIL MERCHANTS ASSOCIATION OF SAN FRANCISCO SAN FRANCISCO CHAMBER OF COMMERCE SAN FRANCISCO JUNIOR CHAMBER OF COMMERCE SAN FRANCISCO REAL ESTATE BOARD

> ON CHARTER AMENDMENT

No. 5



Amending Section 146 of the Charter, PROHIBITS ORAL TESTS IN PROMOTIVE EXAMINATIONS in Police and Fire Departments.

OUTLAW FAVORITISM IN COMPETITIVE CIVIL SERVICE EXAMI-NATIONS

PRESERVE THE MERIT SYSTEM AND PROHIBIT ORAL EXAMI-NATIONS

WRITTEN EXAMINATION PAPERS ARE PERMANENT RECORDS OF APPLICANT'S QUALIFICATIONS

Charter Amendment No. 5 will maintain the same rigid written examination requirements in promotions which have made San Francisco's Police and Fire Departments second to none in the world. It removes any possibility of dangerous oral examinations in promotions. It stabilizes seniority credits, acknowledged by all as a proper reward for honest and faithful service.

Among the first to endorse this Amendment were the Police Commission, Board of Fire Commissioners and the executive heads of both departments.

This amendment is a matter of simple justice to the men of these two vital City Departments.

The proponents of oral examinations say that such tests will provide the "ideal man" for public service. This we deny. Such a personage cannot exist where the door is open to favoritism, bias and partisanship. Look at the splendid police and fire executives the written examination has given San Francisco in the past forty years. Such outstanding executives as the late Chief Daniel J. O'Brien, Captain Charles Goff, Captain Arthur Layne of the Police Department and the late Asst. Chief Thomas J. Murphy, Battalion Chief Henry Horn and Battalion Chief Sam Spear of the Fire Department. This list could be added to by referring to living personalities.

The men of both departments have overwhelmingly voted that they can secure equal and exact justice only by written examinations which are open to review.

## DOES NOT INCREASE TAXES

Endorsed by:

POLICE COMMISSION AND CHIEF OF POLICE

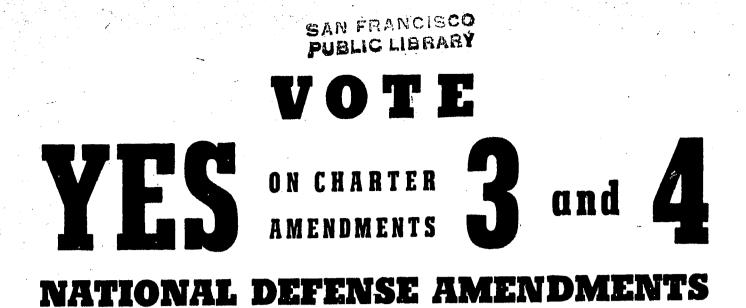
BOARD OF FIRE COMMISSIONERS AND CHIEF ENGINEER SAN FRANCISCO LABOR COUNCIL

> SAN FRANCISCO BUILDING AND CONSTRUCTION TRADES COUNCIL

SAN FRANCISCO FEDERATION OF MUNICIPAL EMPLOYEES

This argument submitted by the Judiciary Committee and authorized by Resolution No. 1363 of the Board of Supervisors.

DAVID A. BARRY, Clerk.



The Board of Supervisors unanimously approved both amendments and they have the support of all groups which have considered them.

CHARTER AMENDMENTS THREE AND FOUR clear the way for city employees to participate in the nation's defense program without PER-MANENTLY losing their rights as city employees.

AMENDMENT THREE provides that those called into the defense service may elect to retain their membership in the City Retirement System. The city will continue, then, to pay the city's share of the retirement system contributions. The amendment also provides that the city shall pay the employee's share for those employees who receive less than \$100 a month for their war or defense service. Those who receive more than \$100 will pay their own contributions.

Mr. Ralph Nelson, Secretary-Actuary of the Retirement System, officially estimates that the cost to the city would be only \$25,000.

CHARTER AMENDMENT NUMBER FOUR grants leaves of absence without pay to city employees who may be called into the national defense service. It is made necessary by the present limitation of six months on peace-time leaves of absence.

The amendment provides that employees shall be reinstated in their positions when returning from service. It also protects civil service eligibles awaiting city positions by providing that if their names are called while they are away in the defense service, they shall receive the positions upon their return from such service.

This argument submitted by the Judiciary Committee and authorized by Resolution No. 1366 of the Board of Supervisors.

DAVID A. BARRY, Clerk.

## SAN FRANCISCO PUBLIC LIBRARY

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# Civil Service (MERIT ) for Park Employees

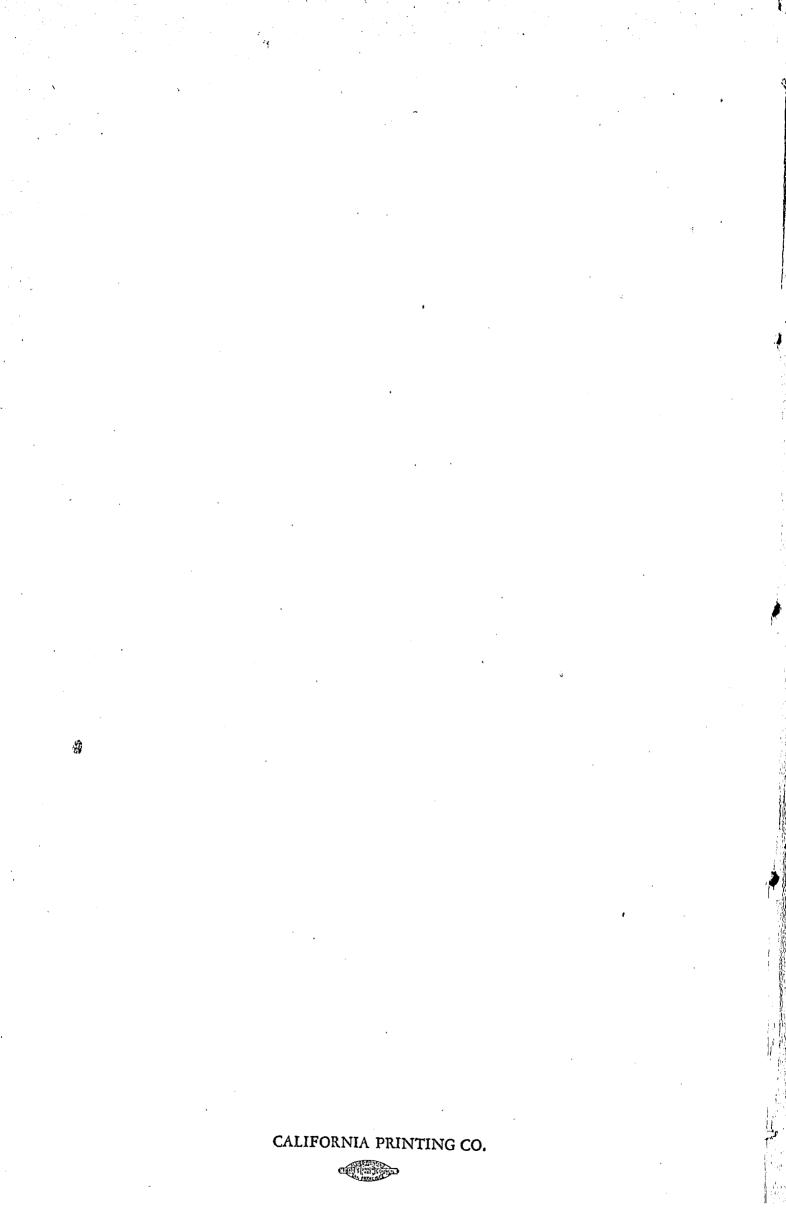
# Because:

- (1) Aside from one other department, the Park Department is the ONLY department in our City Government NOT under provisions of Civil Service.
- (2) Our Federal Government advocates and stresses the efficiency of the Civil Service (Merit) system of employment.
- (3) The State of California recognizes the merits and justice of Civil Service and it is an established institution in all state departments.
- (4) Workingmen who, for the past 5 to 35 years, have aided John L. Mc-Laren, the "Father of Our Parks," in building and maintaining our beautiful system of parks, constitute a trained staff of experienced workmen to carry on Mr. McLaren's program of beautification.
- (5) Civil Service will insure Mr. McLaren's life work being continued without interruption until his entire city-wide park planning program has been successfully concluded, by assuring these workingmen of JOB SECURITY.
- (6) More than 500 workingmen and women employed in our Park Department which includes S. F. Zoological Garden, Kezar Stadium, Coit Tower, Children's Playground, Aquatic Park, Golden Gate Park, Harding, Lincoln and Sharp's Park Golf Courses as well as 16 other parks and squares throughout our city DESERVE SECURITY of their JOBS through CIVIL SERVICE.
- (7) It opens Park Department to competitive examinations.

## Endorsed by:

HON. ANGELO J. ROSSI, Mayor BOARD OF PARK COMMISSIONERS S. F. BOARD OF SUPERVISORS CIVIL SERVICE COMMISSION SAN FRANCISCO LABOR COUNCIL BUILDING TRADES COUNCIL CIVIC LEAGUE OF IMPROVEMENT CLUBS & ASSOCIATIONS

> Submitted by: The Judiciary Committee of the Board of Supervisors. DAVID A. BARRY, Clerk.





# Charter Amendments 6 and 7

# SAVE HETCH HETCHY INCOME-KEEP TAXES DOWN

- Charter Amendments 6 and 7 to be voted on Nov. 5 will not put San Francisco into the power business.
- They make technical changes in the charter which are necessary if it becomes desirable for the city to lease the electric system of the Pacific Gas and Electric Company in San Francisco.
- If these amendments are not approved a lease will be impossible and the city may lose the income of \$2,400,000 a year now received from the disposal of power under a contract the United States Supreme Court has held is illegal.
- Loss of this non-tax revenue would require an increase of at least 28 cents in the tax rate to meet city expenses.
- Charter Amendments 6 and 7 make it possible for the city to take over the experienced, capable operating employees of the P. G. and E. if a lease becomes necessary and desirable.
- They prevent hiring of inexperienced workers to handle a complicated, technical job of electric power distribution to the citizens of San Francisco. They assure the highest standards of service and the continuation of skilled employees in positions which are essential to public service.
- Amendment 6 authorizes the Board of Supervisors, if the P. G. and E. system is leased, to provide by ordinance for retirement benefits to P. G. and E. operating employees temporarily taken over into city employment on the same basis as the company now employs and, if the city should buy the system, to provide for retirement on the same basis as other city employees.
- Amendment 7 provides civil service protection and discipline, rather than "spoils system," for operating employees while they are working for the city under a temporary lease and permanently if the city buys the system.
- These amendments are merely permissive and will have no effect unless the city, the Secretary of the Interior and the company agree on a lease plan which is fair and desirable.
- The Company will not, nor will the Secretary of the Interior, approve any lease which does not protect the rights of the employees.
- Submitted by the Board of Supervisors.

# VOTE YES Charter Amendments 6 and 7



# **VOTE YES**

Charter Amendments 6 and 7 SAVE HETCH HETCHY INCOME-KEEP TAXES DOWN

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- Amendment 7 provides civil service protection and discipline, rather than "spoils system," for operating employees while they are working for the city under a temporary lease and permanently if the city buys the system.
- These amendments are merely permissive and will have no effect unless the city, the Secretary of the Interior and the company agree on a lease plan which is fair and desirable.
- The Company will not, nor will the Secretary of the Interior, approve any lease which does not protect the rights of the employees.
- Submitted by the Board of Supervisors.

# VOTE YES Charter Amendments 6 and 7

SAN FRANCISCO PUBLIC LIBRARY

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**Charter Amendment No. 8** is sponsored by the San Francisco County Medical Society.

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The members of the Society comprise ninety percent of all the practicing physicians and surgeons who look after the health of San Franciscans.

They are particularly responsible for the health and well-being of more than 13,000 city employees and dependents because they have signed service contracts with the employees' Health Service System, an organization administering a group health insurance plan.

Purpose of the Amendment is two-fold.

It clarifies the rights of physicians and surgeons, hospitals and affiliated groups, and the rights of the members of the System.

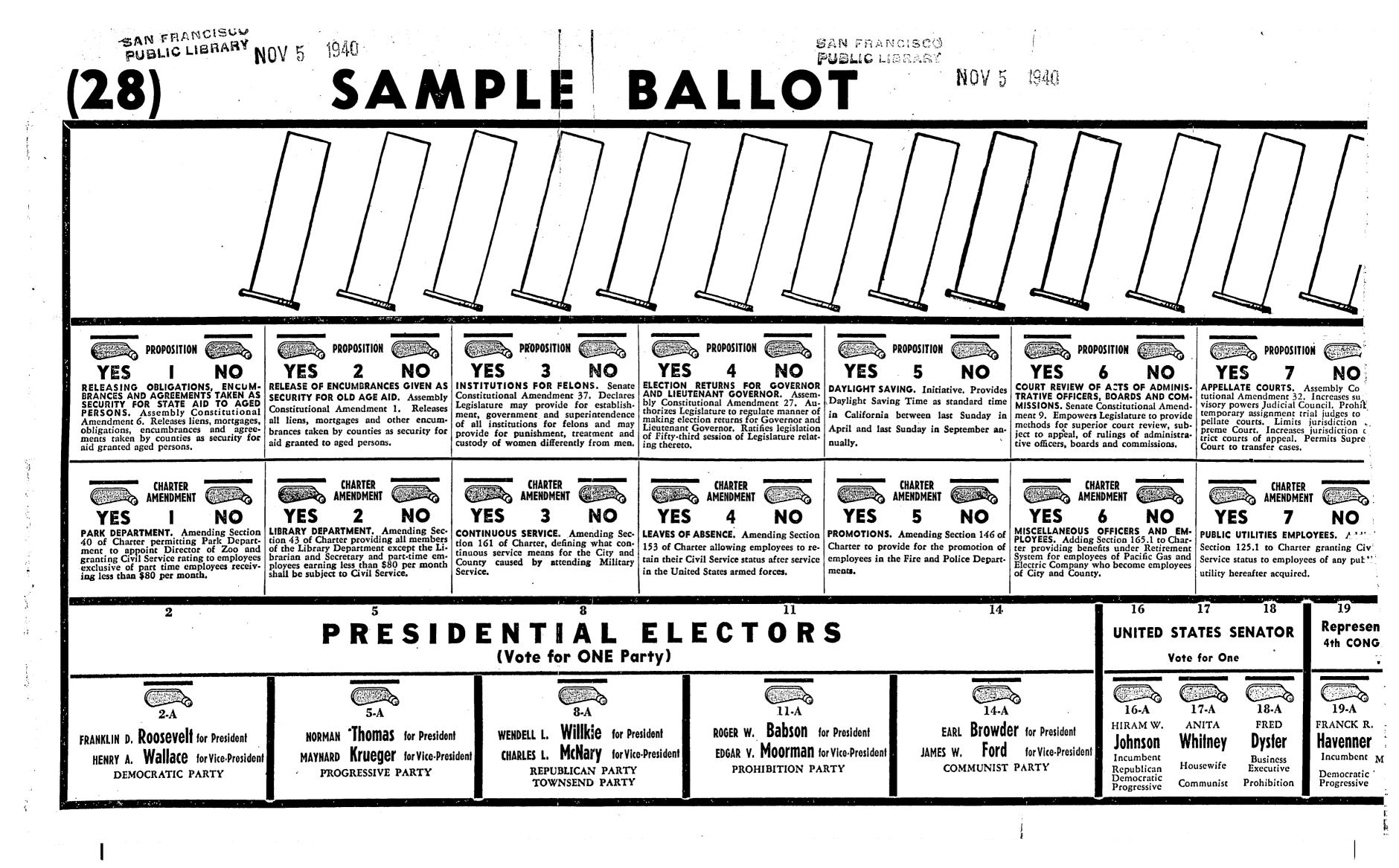
**No. 8** guarantees the members of the medical profession serving the employees an annual review of compensation schedules, which determine rates of payment for services rendered. **No. 8** guarantees the members of the System an annual review of the adequacy of the care and treatment the medical profession renders them.

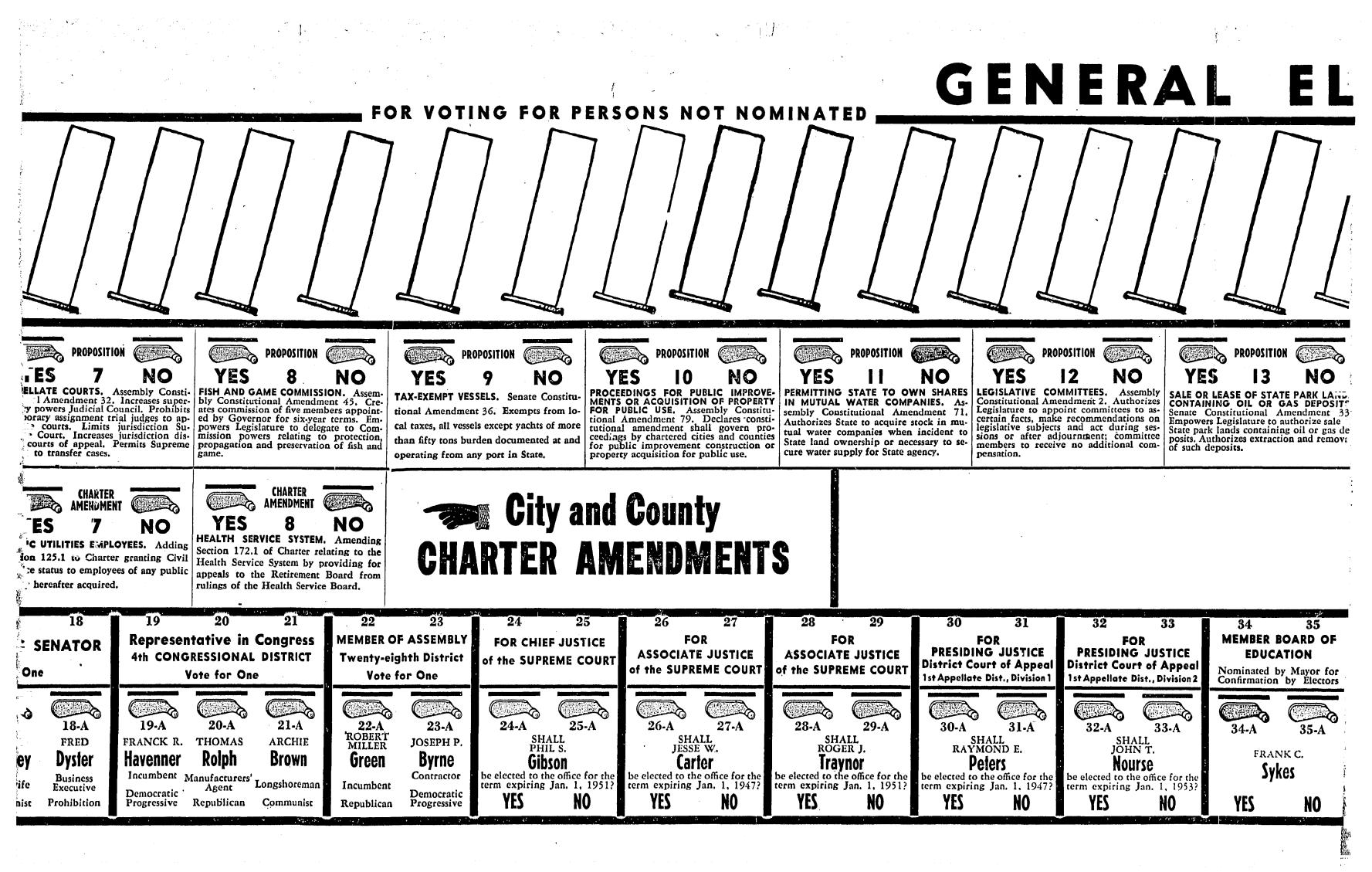
The Health Service System was authorized by the voters of San Francisco through adoption of a Charter Amendment. The State Supreme Court validated the amendment declaring that the health and well-being of municipal employees is of vital concern to the municipality. The Health Service System concluded its second year of operation September 30, 1940.

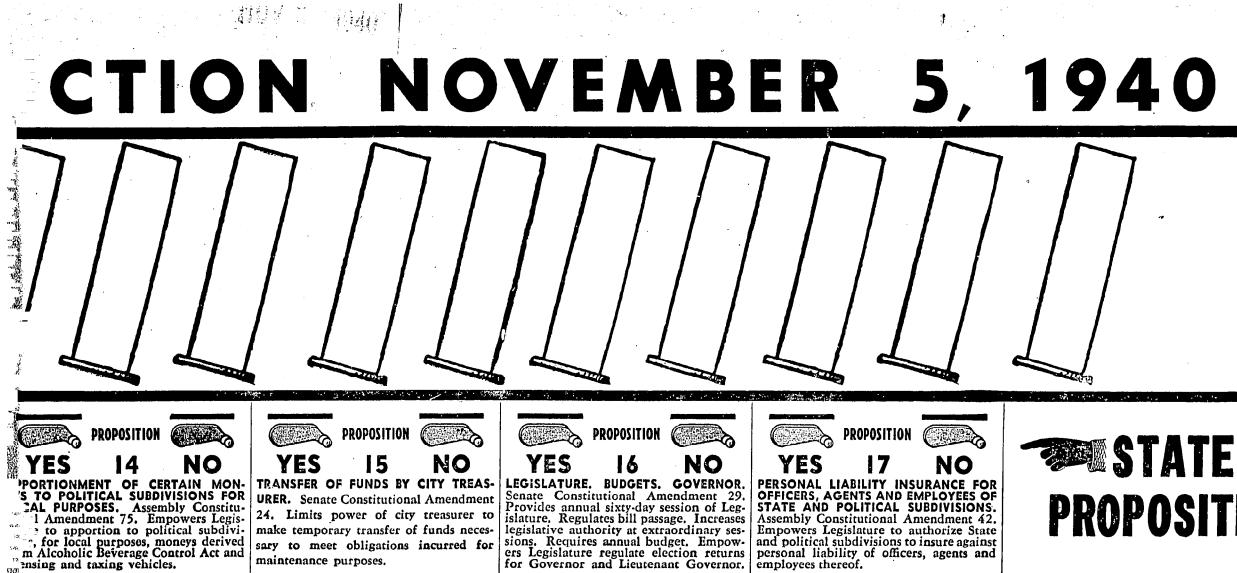
During the two years of operation there has been no adequate review of compensation paid by the System although the medical profession has petitioned for such review.

Adoption of **NO: 8** would guarantee the reviews which are vital to the establishment of the Health Service System on a sound, enduring basis, AT NO COST TO THE TAXPAYERS OR TO THE EMPLOYEE-MEMBERS OF THE SYSTEM.

VOTE YES ON NO. 8 to guarantee the rights of the medical profession.VOTE YES ON NO. 8 to guarantee the rights of the members of the Health Service System.







# DIRECTIONS FOR VOTING ON VOTING MACHINE



- 1st. Move RED HANDLED VOTING LEVER of MACHINE to the RIGHT as far as it will go and LEAVE IT THERE.
- 2nd. TO VOTE FOR OR AGAINST ANY QUESTION, PROPOSITION, CONSTI-TUTIONAL AMENDMENT, CHARTER AMENDMENT OR ORDINANCE, pull down the POINTER over the word "YES" or "NO", over each question, proposition, constitutional amendment, charter amendment or ordinance and LEAVE IT DOWN.
- 3rd. TO VOTE FOR ALL OF THE ELECTORS OF A PARTY pull down the **POINTER over the names of the PRESIDENTIAL AND VICE-PRESIDEN-**TIAL CANDIDATES of that PARTY and leave it down, thus voting for all of the electors of that party and no others.
- 4th. After voting for PRESIDENTIAL AND VICE-PRESIDENTIAL CANDIDATES proceed to other offices and pull down POINTER over your choice for

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U. S. SENATOR, REPRESENTATIVE IN CONGRESS and MEMBER OF ASSEMBLY; also over "YES" or "NO" for election of CHIEF JUSTICE and ASSOCIATE JUSTICES OF THE SUPREME COURT and PRESIDING JUSTICES OF DISTRICT COURT OF APPEAL, DIVISIONS ONE and TWO; also over "YES" or "NO" for confirmation of MEMBER OF BOARD OF EDUCATION and leave all such pointers down.

- 5th. TO VOTE FOR A PERSON WHOSE NAME DOES NOT APPEAR ON THE BALLOT LABEL CARD (write-in candidate), do not touch a pointer over the name of any candidate for the office for which you wish to write in the name of your candidate, but RAISE NUMBERED SLIDE AT TOP OF VOTING MACHINE CORRESPONDING WITH NUMBER OF OFFICE ON OFFICE TITLE CARD, and write name you desire on paper under slide.
- 6th. LEAVING the pointers as you have placed them (DOWN in the voting position), move the RED HANDLE of the MACHINE to the LEFT as far as it will go and you have voted and your vote registered.

# PROPOSITIONS