

# COUNTY OF PLACER CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION

JOHN COSTA, Chair

RON LE DOUX, Vice-Chair

DON NELSON

ANDRAE RANDOLPH

RICK WARD

Tuesday - October 9, 2012

Nancy Nittler, Personnel Director Kellie Craig, Executive Secretary

## **MINUTES**

### Placer County Personnel - Training Room

145 Fulweiler Avenue, Suite 200 Auburn, CA 95603 (530) 889-4060

Placer County is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you are hearing impaired, we have listening devices available. If you require additional disability-related modifications or accommodations, including auxiliary aids or services, please contact the Executive Secretary. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Executive Secretary five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

#### 4:00 PM ROLL CALL

Meeting was held at the Placer County Personnel Training Room - 145 Fulweiler Avenue, Suite 200 - Auburn, CA Chair Costa presiding.

All Commissioners Present

#### CLOSED SESSION - PURSUANT TO GOVERNMENT CODE

- I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS
  - A. (Subdivision of (b)(1) of Government Code Section 54957) Title: Various/County Code Chapter 3, Section 3.12.020

#### 4:30 PM OPEN SESSION

**FLAG SALUTE** Led by Commissioner LeDoux

I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.

Chair Costa announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section: 54957 Public Employee Performance Evaluations.

No action taken.

#### II. AGENDA APPROVAL

It was moved by LeDoux and seconded by Randolph to approve the agenda.

Motion carried unanimously.

#### MINUTES OF PREVIOUS MEETING – September 10, 2012 III. Chair Costa approved the minutes as submitted.

- IV. **PUBLIC COMMENT - None**
- V. **OLD BUSINESS - None**
- VI. **NEW BUSINESS** 
  - Α. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.

It was moved by LeDoux and seconded by Ward to approve merit increases for classified employees.

Motion carried unanimously.

B. Sheriff's Office - Request for reclassification of one Equipment Services Worker II to Fleet Services Technician classification specification revision of the Fleet Services Technician.

It was moved by Nelson and seconded by LeDoux to approve the reclassification and non-competitive promotion of the incumbent and the proposed revisions to the Fleet Services Technician classification specification as amended during the meeting.

Motion carried unanimously.

C. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.)(c.) for employees assigned to the departments of Assessor, Community Development Resource Agency, Clerk Recorder, County Executive Office, Facility Services, and Health and Human Services. Child Support Services requested to withdraw the work out of class extension they had previously submitted.

It was moved by Nelson and seconded by LeDoux to approve the Work out of Class Pay for designated employees with one correction of Kevin Bell from 90 days to 180 days.

Motion carried unanimously.

#### VII. COMMUNICATIONS

- A. Provisional Appointments None
- B. Report of leaves of absence
- C. Staff Reports and Correspondence
- D. Commissioners' Comments

#### VIII. ADJOURNMENT @ 5:05 PM

There being nothing further to come before the Commission, it was moved by Randolph and seconded by LeDoux to adjourn the meeting. Motion carried unanimously.

The next regular meeting will be on **Tuesday, November 13, 2012** – Placer County Personnel (Training Room) @ 145 Fulweiler Avenue, Suite 200, Auburn, CA. commencing @ 4:00 PM.

PLACER COUNTY CIVIL SERVICE	R COUNTY CIVIL SERVICE COMMISSION	
JOHN COSTA	KELLIE CRAIG	
CHAIR	EXECUTIVE SECRETARY	