

**MEMORANDUM
PERSONNEL DEPARTMENT
COUNTY OF PLACER**

To: Board of Supervisors
From: Civil Service Commission
By: Nancy Nittler, Personnel Director
Date: January 09, 2007
Subject: Introduction of an ordinance with recommendation from the Civil Service Commission amending Placer County Code, Chapter 3, Section 3.12.010, Appendix 1 relating to positions within the department Agricultural Commissioner-Sealer of Weights and Measures.

ACTION REQUESTED:

Approve the attached ordinance amending Placer County Code, Chapter 3, Section 3.12.010, Appendix 1 - Allocation of Positions to Departments to reflect the recommendation approved by the Civil Service Commission at their regular meeting of December 11, 2006 for the department of Agricultural Commissioner-Sealer of Weights and Measures.

Agricultural Commissioner-Sealer of Weights and Measures Department:

The Civil Service Commission approved the proposed revisions to the classification specification of Hunter-Trapper, which included a title change from Hunter-Trapper to Wildlife Specialist.

Basis for Recommendation:

At the request of the County's Agricultural Commissioner, the Personnel Department met with department management to discuss the proposed classification specification title change to more closely align with the similar federal classification specification. It was determined that in addition to a title change, classification specification revisions were also needed. The Hunter-Trapper classification specification was last reviewed in 1995. The specification revisions clarify the current duties being performed and modernize the classification specification.

The classification specification revisions include:

- The technical and functional supervision from the U.S. Department of Agriculture-Wildlife Services Division District Supervisor.
- Identify predator or rodent species by sight, sound, tracks, and type of damage.
- Record daily observations, sightings, activities or other events involving predatory animals and report to supervisor.
- Safe and accurate use and discharge of shotguns, rifles, side arms and other related equipment to control or destroy dangerous and/or injured predatory animals, as a last alternative.

- Humanely perform euthanasia procedures to ensure safe treatment of wild animals in accordance with standard operational procedures, including properly measuring drugs and using hypodermic syringes.
- Operate and perform minor maintenance on all equipment used in the field including weapons, traps and cages.

In addition, the minimum qualification License or Certificate section was revised to delete '*Possession of appropriate hunting license and gun permits*' as hunting licenses are not required. Hunter-Trappers currently operate using the Department of Fish and Game issued Depredation Permits. Gun permits are also not required as the types of guns issued do not require any permit.

Both the County Executive Office and the Placer Public Employee Organization have reviewed the proposed title change and the proposed classification specification revisions and concur with the Personnel Department's recommendation.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

It is recommended that your Board approve the attached ordinance amending Placer County Code, Chapter 3, Section 3.12.010, Appendix 1.

Before the Board Of Supervisors County of Placer, State of California

In the matter of: An ordinance amending Placer County
Code, Chapter 3, Sections 3.12.010, Appendix 1 and
3.12.020 relating to the department Agricultural Commission/Sealer
of Weights & Measures.

Ordinance No.: _____

First Reading: 01-09-07

The following Ordinance was duly passed by the Board of Supervisors of the County of Placer at a
regular meeting held _____, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chairman, Board of Supervisors

Attest:
Clerk of said Board

**THE BOARD OF SUPERVISORS OF THE COUNTY OF PLACER, STATE OF CALIFORNIA, DOES
HEREBY ORDAIN AS FOLLOWS:**

That Placer County Code, Chapter 3, Sections 3.12.010 Appendix 1 and 3.12.020 are hereby amended
as follows: (Additions to ordinance shown in bold and underline, deletions shown with strike-through.)

Section 1. That Article 3.12, Section 3.12.010, Appendix 1 is hereby amended to read as follows:

3.12.010 APPENDIX 1

AGRICULTURAL COMM./SEALER OF WGTS. & MEAS.

Agriculture	
Hunter Trapper	3
Wildlife Specialist	3

439

Ordinance # _____

* * * * *

Section 2. That Article 3.12, Section 3.12.020 is hereby amended to read as follows:

3.12.020 Classified Service

Admin Code	Classification Title	Salary Appendix	Grade
14805	Hunter-Trapper <u>Wildlife Specialist</u>	GNRL - 7	73

23. Classifications eligible for personal equipment purchase

Hunter-Trapper-Wildlife Specialist

* * * * *

Section 3. That this ordinance shall be effective the first day of the pay period 30 days following final passage.

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WILDLIFE SPECIALIST

DEFINITION

To perform duties involving wildlife management activities directed at controlling wildlife damage, particularly that of predatory animals in conflict with the County's health and safety, and economic interests. To hunt and trap predatory animals in urban as well as non-urban parts of the County.

SUPERVISION RECEIVED AND EXERCISED

Receives direct supervision from the County Agricultural or Deputy Agricultural Commissioner; Sealer and technical and functional supervision from the U.S. Department of Agriculture-Wildlife Services Division District Supervisor.

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EXAMPLES OF ESSENTIAL DUTIES – Duties may include, but are not limited to, the following:

Trap or otherwise capture, shoot or den-hunt predatory animals that cause disturbances, damage to residential or personal property, livestock and agricultural crops, or that pose a health threat to the public or livestock.

Select proper locations for trap lines; prepare scent and bait for capturing predatory animals in accordance with standard operational procedures.

Work and coordinate with public and private organizations engaged or interested in control of predatory animals.

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Maintain and repair equipment used in hunting or trapping predatory animals; maintain and care for hunting dogs and horses used in hunting and trapping activities as required.

Identify predator or rodent species by sight, sound, tracks, type of damage present; examine appropriate evidence and correctly identify damage situations and relate damage to appropriate predatory animals/species.

Record daily observations, sightings, activities or other events involving predatory animals and report to supervisor.

Obtain information of the feeding habits of predatory animals killed by examining stomach contents and tabulating data collected; make studies and reports of damage done by predatory animals.

Build and maintain positive working relationships with co-workers, other County employees and the public using principles of good customer service.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Predatory animals of the region, including feeding, sleeping, hunting and mating habits, environment and general life cycles.

- Diseases and parasites affecting predatory animals and/or transmitted by them.
- Methods and equipment, including snares, tools, traps, firearms and related equipment in animal and bird damage control operations.
- Appropriate local, State and Federal laws and regulations and policies pertaining to animal damage control.
- Modern office procedures, methods and computer equipment.

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hunting predatory animals †
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Ability to:

- On a continuous basis while in the field, analyze damage caused by or evidence of predatory animal presence; see long distances and hear animal sounds; interpret evidence and identify animal species; maintain awareness of safety at all times.
- On a continuous basis while in the field, walk, stand, climb, kneel, bend and crawl, or sit while driving equipment or operating boat. Intermittently sit while studying or preparing reports; perform simple and power grasping, pushing, pulling and fine manipulation; write or use a keyboard to communicate and lift very heavy weight.
- Effectively set traps and snares with regard to safety of domestic and range animals; attract predatory animals with bait, scent or calls.
- Use and discharge of shotguns, rifles, side arms and other related equipment safely and accurately to control or destroy dangerous and/or injured predatory animals, as a last alternative.
- Humanely perform euthanasia procedures to ensure safe treatment of wild animals in accordance with standard operational procedures including properly measure drugs and use hypodermic syringes for chemical restraint and euthanasia.
- Operate and perform minor maintenance on all equipment used in the field including weapons, traps and cages.
- Work effectively in stressful situations, exercise good judgment and make sound decisions under a variety of situations.
- Use various hand and power tools including shovels, rakes, axes and chain saws; operate all terrain vehicles and boats.
- Ride a horse and work effectively with hunting dogs as required.
- ,
- Act quickly and calmly in emergency situations.
- Analyze situations quickly and objectively and to determine proper course of action.
- Obtain information through interviews, deal firmly and courteously with the public and prepare appropriate reports as required.

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various firearms

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- Establish and maintain effective working relationships with those contacted in the course of work.
- Understand and follow written and oral instructions.

Experience and Training

- Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

One year of experience hunting and trapping predatory animals.

Training:

Equivalent to the completion of the twelfth grade supplemented by courses in wildlife management or a related field.

License or Certificate:

- Possession of, or ability to obtain, a valid driver's license. Proof of adequate vehicle insurance and medical clearance may also be required.

Deleted: <#> Possession of appropriate hunting licenses and gun permits.

