



COUNTY OF PLACER CIVIL SERVICE COMMISSION

October 07, 2002

CIVIL SERVICE COMMISSION
SYLVIA BESANA,
RICHARD COSTIGAN, III
RON LE DOUX, Chair
WILLIAM STOCKWIN, Vice Chair
JAMES WEBBER

Nancy Nittler, Personnel Director
Diana Rohr, Executive Secretary

MINUTES 5:30 P.M.

County Administrative Center, 175 Fulweiler Avenue, Auburn, CA 95603

5:10 PM ROLL CALL: Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA. Chairman Le Doux presiding.

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTIONS

5:15 PM A. 54954.7 Public Employee Performance Evaluation
Title Various

OPEN SESSION

- 5:30 PM I. CLOSED SESSION REPORT: Chairman Le Doux announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54954.7. It was moved by Stockwin and seconded by Costigan that all merit increases be approved as recommended by the departments with the exception of two, to be returned in ninety days. Motion carried unanimously.
- II. AGENDA APPROVAL: It was moved by Stockwin and seconded by Webber to approve the agenda. Motion carried unanimously.
- III. MINUTES OF PREVIOUS MEETING: It was moved by Besana and seconded by Webber that the minutes of September 09, 2002 be approved. Motion carried unanimously.
- IV. PUBLIC COMMENTS: None
- V. OLD BUSINESS:
A. County Wide Information Technology Classification Study

1. Appeal

It was moved by Besana and seconded by Webber to approve:

- a.) the recommended position allocation as submitted by Bryce Consulting, and
- b.) the administrative placement of the incumbent into the recommended classification with the same effective date as the remainder of the classification plan resulting from the study.

Motion carried unanimously.

VI. NEW BUSINESS

A. Creation of New Classification and Specification/Reclassification of positions

1. Assessor Department

It was moved by Stockwin and seconded by Webber to approve:

- a.) the proposed classification specification of Assessment Manager, and
- b.) the reclassification of one Chief Appraiser position, salary range 53.0 to the new classification of Assessment Manager, salary range 53.0.

Motion carried unanimously.

B. Reclassification Request

1. Auditor Controller

It was moved by Webber and seconded by Costigan to approve:

- a.) the reclassification of one Accountant-Auditor I/II position, salary range 43.0 to Senior Accountant Auditor, salary range 46.0.

Motion carried unanimously.

C. Classification Specification Revision

1. Museum

It was moved by Costigan and seconded by Besana to approve:

- a.) the proposed revisions for Museum Curator, and

It was moved by Webber and seconded by Stockwin to approve:

- a.) the proposed revisions for Supervising Board Clerk - Confidential.

Motion carried unanimously.

F. Work Out of Class Extensions

It was moved by Costigan and seconded by Stockwin to approve the work out of class extensions as listed in the staff memo.

Motion carried unanimously.

VII. LEAVES OF ABSENCE

As an information item only, the Commission was advised of the leaves approved by Nancy Nittler, Personnel Director.

VIII. COMMUNICATIONS

A. Provisional Appointments - None

B. Staff Reports and Correspondence

Nancy Nittler, Personnel Director, introduced Cheri Fairchild, project manager for the new payroll-personnel project. Cheri transferred to Personnel from the department of Child Support Services.

IX. ADJOURNMENT

There being nothing further to come before the Commission the meeting was adjourned. The next regular meeting will be held at 5:30 PM, on Tuesday, November 12, 2002 at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

RONALD LeDOUX
CHAIRMAN

DIANA ROHR
EXECUTIVE SECRETARY