



# COUNTY OF PLACER CIVIL SERVICE COMMISSION

June 09, 2003

**CIVIL SERVICE COMMISSION**  
SYLVIA BESANA,  
RICHARD COSTIGAN, III, Chair  
RON LE DOUX  
ALAN SHUTTLEWORTH  
JAMES WEBBER, Vice Chair

Nancy Nittler, Personnel Director  
Diana Rohr, Executive Secretary

**MINUTES**  
**5:30 P.M.**

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

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5:00 PM ROLL CALL: Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, Commissioner Costigan absent. Vice Chairman Webber presiding.

## CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTIONS

5:05 PM A. 54954.7 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Various

## OPEN SESSION

- 5:30 PM I. CLOSED SESSION REPORT:  
Vice Chairman Webber announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section:  
A. 54954.7 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
It was moved by Besana and seconded by Le Doux that all merit increases be approved as recommended by the departments with the exception of one, to be returned in ninety days. Motion carried unanimously.
- II. AGENDA APPROVAL: It was moved by Besana and seconded by Le Doux to approve agenda. Motion carried unanimously.
- III. MINUTES OF PREVIOUS MEETING: It was moved by Le Doux and seconded by Besana that the minutes of May 12, 2003 be approved. Motion carried unanimously.

IV. PUBLIC COMMENTS: None

V. OLD BUSINESS: None

VI. NEW BUSINESS

A. Creation of New Class and Specification / Class Specification  
Abolishment

1. Sheriff

It was moved by Besana and seconded by Le Doux to approve:

- a.) the creation of the new classification of Sheriff's Communications Services Manger; and
- b.) the non-competitive promotion of the incumbent; and
- c.) the abolishment of the Sheriff's Communications Manager classification.

Motion carried unanimously.

B. Reclassification Request

1. Auditor-Controller

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

- a.) the reclassification of one Accounting Technician position to Accountant Auditor I/II; and
- b.) the non-competitive promotion of the incumbent.

Motion carried unanimously.

2. Museum Department

It was moved by Le Doux and seconded by Besana to approve:

- a.) the reclassification of one Administrative Clerk Entry/Journey to Senior Administrative Clerk; and
- b.) the non-competitive promotion of the incumbent.

Motion carried unanimously.

C. Work Out of Class Extensions

It was moved by Le Doux and seconded by Shuttleworth 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 – None

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 Monday, July 14, 2003, at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

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JAMES WEBBER  
VICE CHAIRMAN FOR  
RICHARD COSTIGAN, III  
CHAIRMAN

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DIANA ROHR  
EXECUTIVE SECRETARY