



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday, September 11, 2006

CIVIL SERVICE COMMISSION
SYLVIA BESANA
JOHN COSTA, Vice Chair
RON LE DOUX
ALAN SHUTTLEWORTH, Chair
LARRY WEBBER

Nancy Nittler, Personnel Director
Diana Rohr, Executive Secretary

MINUTES 3:30 P.M.

North Tahoe Conference Center, 8318 North Lake Blvd., Kings Beach, CA

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.

3:00 PM ROLL CALL: Meeting was held at the North Lake Tahoe Conference Center, 8318 North Lake Blvd., Kings Beach, CA, with Commissioner Besana absent for closed session only. Chairman Shuttleworth presiding.

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTIONS

3:05 PM PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code Section 54954.7
Title: Various/County Code Chapter 3, Section 3.12.020

OPEN SESSION

3:30 PM Prior to opening the meeting, Chairman Shuttleworth observed a moment of silence reflective of the terrorist attack against the United States five years ago today, September 11, 2001.

- I. CLOSED SESSION REPORT:
54957 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
It was moved by Le Doux and seconded by Costa that all merit increases be approved as recommended by the departments with the exception of two to be returned in ninety days, and one to be returned in 180 days.
Motion carried unanimously.
- II. AGENDA APPROVAL:
It was moved by Le Doux and seconded by Besana to approve the agenda.
Motion carried unanimously.

- III. MINUTES OF PREVIOUS MEETING:
Chairman Shuttleworth approved the minutes as submitted.
- IV. PUBLIC COMMENTS:
Personnel Director Nancy Nittler introduced Hedy Dehghan, Senior Personnel Analyst who transferred employment to Placer County using the Public Agency Transfer List Rule that the Commission approved earlier this year.
- V. NEW BUSINESS
- A. Tahoe Department Presentations
Individuals from departments with Tahoe divisions addressed the Commission providing an overview of their Tahoe operations, duties and future goals.
1. County Executive Office
Richard Colwell, Chief Assistant CEO
Jennifer Merchant, Principal Management Analyst
 2. Health and Human Services
Gail Tondettar, Client Services Program Manager
 3. Public Works
Peter Kraatz, Deputy Director Public Works Land Development
- B. Creation of New Classification Specification for Placement into the Unclassified Service
Assistant Sheriff
It was moved by Le Doux and seconded by Besana to approve the proposed classification of Assistant Sheriff for placement into the unclassified service.
Motion carried unanimously.
- C. Waiver Request Pursuant to Chapter 3.04.080 Nepotism, Section C for Sheriff's Department
It was moved by Le Doux and seconded by Webber to approve the request from the Sheriff's Department for a waiver as provided for in the nepotism rule, accepting the alternative plan for chain of command and direct line of supervision.
Motion carried unanimously.

D. Reclassification Request

County Clerk Recorder-Registrar of Voters Department
Technology Solutions Analyst I/II position to Senior Technology
Solutions Analyst

It was moved by Besana and seconded by Webber to approve
the reclassification of one Technology Solutions Analyst I/II
position to the classification of Senior Technology Solutions
Analyst.

Motion carried unanimously.

E. Classification Specification Revision

Client Services Program Specialist I/II

It was moved by Besana and seconded by Webber to approve
the proposed revisions to the classification specifications for the
title of Client Services Program Specialist I/II.

Motion carried unanimously.

F. Retroactive Non-Competitive Promotion Request

Health and Human Services Department

It was moved by Costa and seconded by Le Doux to approve
the non-competitive promotion for one employee in the
classification of Client Services Program Specialist I to Client
Services Program Specialist II, effective April 15, 2006.

Motion carried unanimously.

G. Retroactive Work Out of Class Pay Request

Health and Human Services Department

It was moved by Besana and seconded by Le Doux to approve
the retroactive work out of class pay for one employee in the
classification of Assistant Registered Environmental Health
Specialist, effective April 28, 2006.

Motion carried unanimously.

H. Work Out of Class Extensions

It was moved by Le Doux and seconded by Costa to approve the
work out of class pay extension as listed in the staff memo.

Motion carried unanimously.

VI. LEAVE OF ABSENCE

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

VII. COMMUNICATIONS

A. Provisional Appointments - None

B. Staff Reports and Correspondence

The Commission was advised of the upcoming training for Assembly Bill 1234 Ethics Training for local officials in public service.

VIII. ADJOURNMENT

There being nothing further to come before the Commission, it was moved by Besana and seconded by Le Doux that the meeting be adjourned.

Motion carried unanimously.

The next regular meeting will be October 16, 2006, due to the County holiday on October 9th, at 175 Fulweiler Avenue, Auburn, CA.

Closed session will begin at 5:00 p.m. with open session immediately following at 5:30 p.m.

PLACER COUNTY CIVIL SERVICE COMMISSION

ALAN SHUTTLEWORTH
CHAIRMAN

DIANA ROHR
EXECUTIVE SECRETARY