



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday, July 09, 2007

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

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.

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

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTIONS

5:05 PM PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code Section 54957
Title: Various/County Code Chapter 3, Section 3.12.020

OPEN SESSION

FLAG SALUTE Led by Chairman Costa.

5:45 PM I. CLOSED SESSION REPORT:
Chairman 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 EVALUATION
It was moved by Webber and seconded by Besana 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 Le Doux and seconded by Besana to approve the agenda.

Motion carried unanimously.

III. MINUTES OF PREVIOUS MEETING:

Chairman Costa approved the minutes as submitted.

IV. PUBLIC COMMENTS:

A. Ms. Rosemary Frieborn with Friends of Auburn/Tahoe Vista Placer County Animal Shelter addressed the Commission referring to correspondence she wrote to the Commission dated June 29, 2007 regarding the classification specification of Kennel Attendant.

B. Mr. Frank Warmuth, Placer County Public Works employee, addressed the Commission seeking follow up on a complaint he filed in April.

V. NEW BUSINESS

A. Classification Specification Revision Request

Probation Department

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

1. The proposed revisions to the experience minimum qualifications for Senior Deputy Probation Officer-Institution and Supervising Deputy Probation Officer - Institution classification specifications; and
2. The proposed revisions to the License and Certificate and Special Requirements for the Deputy Probation Officer-Institution and Field class specification series to be in compliance with the Corrections Standards Authority.

Motion carried unanimously.

B. Classification Request

Community Development Resource Agency

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

1. The reclassification of one Senior Administrative Service Officer position, Grade 427 (\$5,430.53 - \$6,602.27 per month) to the classification of Budget and Fiscal Operations Manager Grade 439 (\$6,120.40 - \$7,437.73 per month); and
2. The proposed revisions to the Budget and Fiscal Operations Manager class specification, including the title change to Administrative and Fiscal Operations Manager; and
3. The non-competitive promotion of the incumbent pursuant to Chapter 3 Section 3.08.480.

Motion carried unanimously.

C. Work Out of Class Extensions
None

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

No additional correspondence other than the previously mentioned from Ms. Rosemary Frieborn.

VIII. ADJOURNMENT

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

The next regular meeting will be on Monday, August 13, 2007 at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

JOHN COSTA
CHAIRMAN

DIANA ROHR
EXECUTIVE SECRETARY