



# COUNTY OF PLACER CIVIL SERVICE COMMISSION

**Monday, August 13, 2007**

## CIVIL SERVICE COMMISSION

SYLVIA BESANA  
JOHN COSTA, Chair  
RON LE DOUX  
DON NELSON  
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

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5:00 PM ROLL CALL: Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, with all Commissioners present. 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.

5:30 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:

Ms. Rosemary Frieborn with Friends of Auburn/Tahoe Vista Placer County Animal Shelter addressed the Commission for follow-up from last month's meeting and was provided with a copy of correspondence to the Commission regarding the Kennel Attendant classification specification.

V. NEW BUSINESS

A. Classification Request

1. Community Development Resource Agency

It was moved by Le Doux and seconded by Besana to approve the reclassification of one vacant Engineering Technician I/II position to a Junior/Assistant Engineer.

Motion carried unanimously.

2. Health and Human Services Department

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

a. the reclassification of one Client Services Counselor I/II position to a Client Services Practitioner I/II; and

b. the reclassification of one Client Services Counselor I/II position to Client Services Assistant I/II.

Motion carried unanimously.

3. Health and Human Services Department

It was moved by Le Doux and seconded by Besana to approve the proposed revision to the Psychiatric Nurse I/II classification specification.

4. County-Wide Study

a. Geographic Information Systems Series

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

1. the reclassification of one Geographic Information Systems Technician II position to a Senior Geographic Information Systems Technician in the department of Public Works and the non-competitive promotion of the incumbent; and

2. the reclassification of one Geographic information Systems Technician II to a Technology Solutions Analyst I in the Department of Health and Human Services – Environmental Health and the non-competitive promotion of the incumbent.

Motion carried unanimously.

b. Telecommunications Series

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

- 1a. the reclassification of all (two) Telecommunications Supervisor positions professional to Information Technology Supervisor management; and
- 1b. revise the Information Technology Supervisor classification specification; and
- 1c. abolish the classification of Telecommunications Supervisor; and
- 1d. approve the non-competitive promotion of the two incumbents; and
- 2a. approve the reclassification of all (seven) Telecommunications Analyst positions to Information Technology Analyst I/II; and
- 2b. revise the Information Technology Analyst I/II classification specification; and
- 2c. abolish the classification of Telecommunications Analyst; and
- 2d. the administrative placement of the seven incumbents; and
- 3a. the reclassification of one Telecommunications Technician I/II position to an Information Technology Analyst I/II; and
- 3b. the non-competitive promotion of the incumbent; and
- 4a. the reclassification of one Administrative Technician to an Information Technology Technician I/II; and
- 4b. the non-competitive promotion of the incumbent; and
- 5a. revise the Technology Solutions Analyst I/II classification specification; and
- 5b. revise the Senior Technology Solutions Analyst classification specification.

Motion carried unanimously.

5. Facility Services Department

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

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

Motion carried unanimously.

B. 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

1. Nancy Nittler introduced Administrative Secretary, Charlotte Pinter who recently transferred from the Health and Human Services Department to work in the Personnel Department and also advised the Commission that a follow-up appointment had been held with Mr. Frank Warmuth who spoke during public comment last month.
2. Chairman Costa along with Vice-Chairman Webber and Commissioners Besana and Le Doux presented a plaque commending Alan Shuttleworth thanking him for his service and dedication serving on the Placer County Civil Service Commission from 2003 to 2007.

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, September 10, 2007 at the North Lake Tahoe Conference Center, 8318 North Lake Blvd., Kings Beach, CA with open session beginning at 3:30 p.m.

PLACER COUNTY CIVIL SERVICE COMMISSION

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JOHN COSTA  
CHAIRMAN

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DIANA ROHR  
EXECUTIVE SECRETARY