



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday, March 10, 2008

CIVIL SERVICE COMMISSION

SYLVIA BESANA
JOHN COSTA
RON LE DOUX, Vice Chair
DON NELSON
LARRY WEBBER, Chair

Nancy Nittler, Personnel Director
Diana Rohr, Executive Secretary

MINUTES

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

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6:00 PM ROLL CALL: Meeting was held at the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, with Commissioner Costa and Commissioner Le Doux absent; Chairman Webber presiding.

OPEN SESSION

FLAG SALUTE Led by Chairman Webber.

- I. AGENDA APPROVAL:
It was moved by Besana and seconded by Nelson to approve the agenda.
Motion carried unanimously.
- II. MINUTES OF PREVIOUS MEETING:
Chairman Webber approved the minutes as submitted.
- III. PUBLIC COMMENTS:
None
- IV. UNFINISHED BUSINESS:
Discussion of Civil Service Commission Monthly Meeting Time
With the absence of two Commissioners, it was moved by Nelson and seconded by Besana that this topic be continued to next month as unfinished business.
Motion carried unanimously.

V. NEW BUSINESS:

A. Classification Specification Revision Request

It was moved by Besana and seconded by Nelson to approve the revisions to the Code Enforcement Officer I/II and Supervising Code Enforcement Officer classification specifications.

Motion carried unanimously.

B. Work Out of Class Extensions

It was moved by Nelson and seconded by Besana to approve the six requests for work out of class pay extensions.

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

Nancy Nittler advised the Commission of two provisional appointments within the Health and Human Services Department.

B. Staff Reports and Correspondence

1. Nancy Nittler advised that Lori Heitz, the Personnel Department's Accounting Technician would be retiring at the end of this month.
2. Commissioner Nelson advised that he had received correspondence as follow up to a disciplinary action. The first correspondence was relative to the County's Automobile Policy which Commissioner Nelson recommended be reviewed (specifically, Chapter 2 of the County Administrative Rules). The second correspondence was relative to hazardous materials. Copies of the correspondence shall be provided to each Commissioner.

VIII. CLOSED SESSION

Chairman Webber announced that the Commission would move to closed session to discuss personnel matters pursuant to authority granted by Government Code Section 54957:

PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS
Title: Various/County Code Chapter 3, Section 3.12.020

IX. CLOSED SESSION REPORT:

It was moved by Besana and seconded by Nelson that all merit increases be approved as recommended by the departments with one approval retroactive to ninety days after its original eligibility date, and two merit increases that were denied to be returned in ninety days.

Motion carried unanimously.

X. MEETING ADJOURNMENT

There being nothing further to come before the Commission, it was moved by Besana and seconded by Nelson to adjourn the meeting. Motion carried unanimously.

The next regular meeting will be on Monday, April 14, 2008 at 175 Fulweiler Avenue, Auburn, CA.

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LARRY WEBBER
CHAIRMAN

DIANA ROHR
EXECUTIVE SECRETARY