



**COUNTY OF PLACER  
CIVIL SERVICE  
COMMISSION**

**Monday, ~~June 8~~ July 13, 2009**

**CIVIL SERVICE COMMISSION**  
REX CLARK  
JOHN COSTA  
RON LE DOUX, Chair  
DON NELSON, Vice Chair  
LARRY WEBBER

Nancy Nittler, Personnel Director  
Charlotte Pinter, Executive Secretary

**MINUTES**

County Administrative Center, 175 Fulweiler Avenue, Auburn, CA 95603  
(530) 889-4060

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5:00 PM ROLL CALL: Meeting was held at the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, Chairman Le Doux presiding. All Commissioners were present.

**CLOSED SESSION – PURSUANT TO GOVERNMENT CODE**

- I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS  
(Subdivision of (b)(1) of Government Code Section 54957)  
Title: Various/County Code Chapter 3, Section 3.12.020

**OPEN SESSION**

FLAG SALUTE Led by Chairman Le Doux.

- I. CLOSED SESSION REPORT:

Chairman Le Doux 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 Evaluations

It was moved by ~~Webber~~ and seconded by ~~Nelson~~ to approve all merit increases as recommended by the departments with the exception of ~~two~~ five; ~~two~~ ~~both~~ to be returned in 90 days, and three to be returned in 180 days. Motion carried unanimously.

II. AGENDA APPROVAL:  
It was moved by ~~Webber~~ Costa and seconded by Clark to approve the agenda.  
Motion carried unanimously.

III. MINUTES OF PREVIOUS MEETING:  
Chairman Le Doux approved the minutes as submitted.

IV. PUBLIC COMMENTS:  
None.

V. NEW BUSINESS:

A. Rule Change – Chapter 3, Disciplinary Action  
Personnel Department

It was moved by Costa and seconded by Webber to approve the rule changes to the Disciplinary Action provisions of the Civil Service Rules.

Motion carried unanimously.

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B. Classification Specification Revision Request  
Probation Department

It was moved by Clark and seconded by Webber to approve the proposed language revision to the Probation Assistant Classification specification.

Motion carried unanimously.

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~~A. Preliminary Hearing Grievance Complaint~~

~~Health & Human Services Department~~  
~~Chapter 3, Section 3.08.320~~

~~It was moved by Nelson and seconded by Costa that the complaint was not drawn and filed in compliance with the requirements of Section 3.08.300, 3.08.310(A) and 3.08.340(B) and that the allegations of the complaint do not warrant further inquiry by the Commission.~~

~~Motion carried unanimously.~~

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~~B. New Classification Specification Request~~

~~Personnel Department~~  
~~Temporary Office Assistant – Unclassified Service~~

~~It was moved by Clark and seconded by Nelson to approve the creation of the new classification of Temporary Office Assistant for placement in the unclassified service.~~

~~Motion carried unanimously.~~

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C. Work Out of Class Extensions

It was moved by Webber and seconded by ~~Costa~~ Nelson that the work out of class extension requests be approved.  
Motion carried unanimously.

VI. LEAVES 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  
None.

VIII. ADJOURNMENT

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

The next regular meeting will be on Monday, ~~July 13~~ August 10, 2009 at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

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RON LE DOUX  
CHAIRMAN

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CHARLOTTE PINTER  
EXECUTIVE SECRETARY