



CIVIL SERVICE COMMISSION

Monday – February 8, 2016

CIVIL SERVICE COMMISSION
RICK WARD, Chair
ANDRAE RANDOLPH, Vice Chair
JOHN COSTA
RON LE DOUX
DON NELSON

Lori Walsh, Director of Human Resources
Dawn McCollum, Executive Secretary

MINUTES

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MEETING LOCATION:

Placer County Child Support Services
1000 Sunset Boulevard, Suite 200
Rocklin CA 95765
916.660.4700

4:00 PM ROLL CALL – All commissioners present.

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE

I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS

- A.** Closed Session - Evaluation of performance of various Placer County employees pursuant to Government Code Section 54957 and pursuant to Placer County Chapter 3, Code Section 3.04.650.

4:30 PM OPEN SESSION

FLAG SALUTE Led by Commissioner Le Doux.

I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.

II. AGENDA APPROVAL

It was moved by Commissioner Le Doux and seconded by Commissioner Costa to approve the agenda.

III. MINUTES OF PREVIOUS MEETING – January 11, 2016

It was moved by Commissioner Randolph and seconded by Commissioner Le Doux to accept the minutes of the January 11, 2016, meeting as submitted.

IV. PUBLIC COMMENT: Persons may address the Commission on items not on this agenda. Please limit comments to 3 minutes per person since the time allocated for Public Comment is 15 minutes. If all comments cannot be heard within the 15-minute time limit, the Public Comment period will be taken up at the end of the regular session. The Commission is not permitted to take any action on items addressed under Public Comment.

V. OLD BUSINESS - None

VI. NEW BUSINESS

A. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.

It was moved by Commissioner Randolph and seconded by Commissioner Le Doux to approve the merit increases for employees in the classified service.

B. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510(C.)(5.) (c.) for employee(s) assigned to the department(s) of Health and Human Services and Library.

It was moved by Commissioner Le Doux and seconded by Commissioner Randolph to approve the Work out of Class Pay requests submitted for employees assigned to the departments of Health and Human Services and the Library.

C. County Executive Office - Create classification of Business Process Analyst.

It was moved by Commissioner Randolph and seconded by Commissioner Nelson to approve the creation of the classification of Business Process Analyst.

D. Child Support Services

1. Request approval for revision to Classification Specifications for Child Support Specialist I/II, Senior Child Support Specialist, and Child Support Supervisor.

2. Request approval for salary adjustment for the Child Support Supervisor Classification.

It was moved by Commissioner Nelson and seconded by Commissioner Costa to approve the revision to classification specifications for Child Support Specialist I/II, Senior Child Support Specialist, and Child Support Supervisor, and the salary adjustment for the Child Support Supervisor classification from GNRL 91 to GNRL 103.

E. Sheriff's Office – Retroactive Non-Competitive Promotion.

It was moved by Commissioner Le Doux and seconded by Commissioner Costa to approve the retroactive non-competitive promotion.

VII. COMMUNICATIONS - Reports to the Commission are informational items only. (No action will be taken)

- A. Provisional Appointments – None**
- B. Staff Reports and Correspondence - None**
- C. Commissioner Comments**

Commissioner Nelson shared that he had held his quarterly meeting with Supervisor Montgomery where they discussed the Tahoe staffing report.

Commissioner Randolph offered his thanks to all, especially Child Support Services, and complimented them on their big push forward.

VIII. ADJOURNMENT @ 5:40 p.m.

There being nothing further to come before the Commission, it was moved by Commissioner Randolph and seconded by Commissioner Nelson to adjourn the meeting.

Civil Service Commission – 2016 Upcoming Meetings

- March 14, 2016
- April 11, 2016
- May 9, 2016
- June 13, 2016
- July 11, 2016
- August 8, 2016
- September 12, 2016
- October 11, 2016
- November 14, 2016
- December 12, 2016

PLACER COUNTY CIVIL SERVICE COMMISSION



Rick Ward, Chair



Dawn McCollum, Commission Clerk