

PLACER COUNTY CIVIL SERVICE COMMISSION MEETING  
January 13, 1997

OPEN SESSION

I. ROLL CALL: Meeting was held in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA 95603 with all Commissioner's present; Chairman LeDoux presiding.

CLOSED SESSION

OPEN SESSION - 6:30 P.M.

I. CLOSED SESSION REPORT: Chairman LeDoux announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. The merit increases were approved unanimously as recommended by the departments.

II. MINUTES OF PREVIOUS MEETING: Moved by Stoffels and seconded by Stockwin, that the minutes of December 9, 1996, be approved as amended. (delete word "minor" in 5b.). Motion carried unanimously.

III. PUBLIC COMMENT

IV: OLD BUSINESS

A. Appeal of Rejection of Applications - The appeal was continued to the February, 1997, meeting at the request of the Appellant.

B. HHS Reorganization (continued to February 1997)

V. NEW BUSINESS:

A. Minimum Qualification Interpretation

1. Accountant-Auditor I

It was moved by Young and seconded by Costigan to cancel the current recruitment, reopen and readvertise and give a one time education waiver for those accepted and tested in the last recruitment. Motion carried unanimously.

B. Reclassification Request

1. Facility Services

It was moved by Stoffels and seconded by Young to reclassify one position of Senior Project Manager to Architect for the Facility Services Department. Motion carried unanimously.

2. Administrative Services

It was moved by Stoffels and seconded by Stockwin to approve the classification specification of Microcomputer Technician, Entry, Range 40.5 and Journey, range 42.5; to reclassify five positions of Microcomputer Technician, range 40.5 to Microcomputer Technician, Entry, range 40.5 and Microcomputer Technician, Journey, range 42.5; and to delete the classification of Microcomputer Technician, range 40.5. and Sr. Microcomputer Technician, range 42.5. Motion carried unanimously.

3. District Attorney

It was moved by Costigan and seconded by Stoffels to reclassify the position of Administrative Legal Supervisor, range 38.5 to Departmental Systems Technician, range 41.0. Motion carried unanimously.

C. Transfer of classification to Unclassified Service

1. Clerk-Recorder Manager

It was moved by Young and seconded by Stockwin to approve the transfer of the classification of Clerk-Recorder Manager to the Unclassified Service. Motion carried unanimously.

D. Extension of Probation

It was moved by Stockwin and seconded by Young to approve the extension of the probationary period for Les Potter for the amount of time that he is medically unable to perform the full range of duties assigned to his position up to the maximum ninety (90) days allowable under Chapter 14, Section 14.2010. Motion carried unanimously.

E. Annual Salary Survey

The Commission was given the annual salary survey as an information only item.

F. Abolishment of Eligible List

It was moved by Young and seconded by Costigan to approve the abolishment of the eligible list for Public Health Microbiologist, part time. Motion carried unanimously.

G. Extra Help Extensions

It was moved by Stoffels and seconded by Young to approve the Extra Help Extensions as listed in staff memo. Motion carried unanimously.

VI. LEAVES OF ABSENCE - As an information item only, the Commission was advised of the Leaves approved by the Personnel

Director.

VII. COMMUNICATIONS

A. Provisional Appointments - None

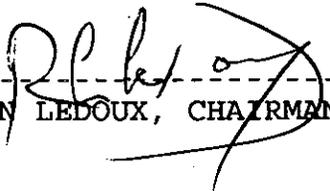
B. Staff Reports and Correspondence

1. Director Gray informed the Commission that he would be researching past practice regarding the Board of Supervisor's decision for the four year appointment of Commissioner Costigan. Commissioner Costigan was appointed to a full four year term instead of filling an unexpired term of another Commissioner.

2. Director Gray advised the Commission that Commissioner Stoffels had requested to visit the Personnel Office on January 21, 1997, for a brief orientation. He invited Commissioner Costigan to participate.

VIII. ADJOURNMENT - There being nothing further to come before the Commission, the meeting was adjourned. The next regular meeting will be held at 6:30 PM, on Monday, February 10, 1997, in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA 95603.

PLACER COUNTY CIVIL SERVICE COMMISSION

  
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RON LEDOUX, CHAIRMAN

  
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CAROL BRAUN, EXECUTIVE SECRETARY