

PLACER COUNTY CIVIL SERVICE COMMISSION MEETING
April 14, 1997

OPEN SESSION

I. ROLL CALL: Meeting was held in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA 95603 with four Commissioner's present, Commissioner Costigan absent; 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 with one changed from Satisfactory to Very Satisfactory. Chairman LeDoux announced the Findings from the Disciplinary Appeal Hearing held on April 9th and 10th.

II. MINUTES OF PREVIOUS MEETING: Moved by Stoffels and seconded by Stockwin, that the minutes of March 10, 1997, be approved. Motion carried unanimously.

III. PUBLIC COMMENT - Commissioner Stoffels asked that the HHS Personnel Manager position be revisited in May or June.

IV: OLD BUSINESS

A. HHS Reorganization

It was moved by Stockwin and seconded by Young to approve the creation and deletion of the HHS classes as presented by staff, as well as the reallocation of existing positions to the new classifications. Motion carrier unanimously.

It was moved by Stoffels and seconded by Stockwin to approve the longevity pay for Ruth Ann Moore-Tiner in September 1997. Motion carried unanimously.

V. NEW BUSINESS:

A. Preliminary Hearings - Grievance Complaints

1. Public Works

It was moved by Stoffels and seconded by Young that the Grievance was drawn and filed in compliance with the requirements of Section 14.1404 and 14.1406 of Chapter 14. It was moved by Stoffels and seconded by Stockwin that the allegations of the Complaint did not warrant further inquiry. Both motions carried unanimously.

2. Health and Human Services

It was moved by Young and seconded by Stockwin that the Grievance was drawn and filed in compliance with the requirements of Section 14.1404 and 14.1406 of Chapter 14. It was moved by Young and seconded by Stockwin that the allegations of the Complaint do warrant further inquiry. Both motions carried unanimously.

B. Classification Specification Revision

1. Central Services Technician

It was moved by Stoffels and seconded by Stockwin to approve the classification specification of Central Services Technician, range 35.5, as revised by adding the word "or" on page 4 under experience. Motion carried unanimously.

C. Abolishment of Eligible Lists

1. Bus Driver II - Tahoe

It was moved by Young and seconded by Stoffels to approve abolishment of the open Bus Driver II - Tahoe list. Motion carried unanimously.

2. Social Service Practitioner

It was moved by Stoffels and seconded by Stockwin to approve the abolishment of the three open Social Service Practitioner lists after correcting the dates in the memo. Motion carried unanimously.

D. New Classification in the Unclassified Service

It was moved by Stoffels and seconded by Stockwin to approve the creation of the Agricultural Inspector Aide class for placement into the Unclassified Service. Motion carried unanimously.

E. Extra Help Extensions

It was moved by Stoffels and seconded by Stockwin to approve the Extra Help Extensions as presented in the staff memo, after attaching a copy of the Request for Certification for the request from the Superior Court. Motion carried unanimously.

F. Work Out Of Class Extensions

It was moved by Stoffels and seconded by Stockwin to approve the Work Out Of Class extensions as presented in the staff memo. Motion carried unanimously.

G. Meeting Scheduling

A discussion was held regarding the scheduling of special hearings during the evening vs. day. The Commission asked that a report be submitted at the next meeting regarding the cost of holding hearings during the evening.

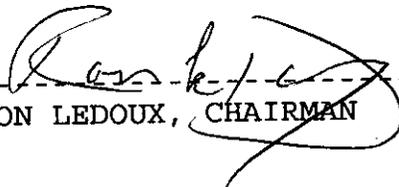
VI. LEAVES OF ABSENCE - As an information item only, the Commission was advised of the Leaves approved by the Personnel Director.

VII. COMMUNICATIONS

- A. Provisional Appointments - None
- B. Staff Reports and Correspondence - None

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**, May 12, 1997, in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA 95603.

PLACER COUNTY CIVIL SERVICE COMMISSION



RON LEDOUX, CHAIRMAN



CAROL BRAUN, EXECUTIVE SECRETARY