

# COUNTY OF PLACER CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION REX CLARK, Chair

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

Monday – May 9, 2011

Nancy Nittler, Personnel Director Kellie Craig, Executive Secretary

# **MINUTES**

## Placer County Personnel – Training Room

145 Fulweiler Avenue, Suite 200 Auburn, CA 95603 (530) 889-4060

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#### 4:00 PM ROLL CALL

Meeting was held at the Meeting was held at the Placer County Personnel - Training Room - 145 Fulweiler Avenue, Suite 200 - Auburn, CA Chair Clark presiding.

All Commissioners were present.

#### **CLOSED SESSION – PURSUANT TO GOVERNMENT CODE**

- I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS
  - a. (Subdivision of (b)(1) of Government Code Section 54957)

#### 4:30 PM OPEN SESSION

**FLAG SALUTE** Led by Commissioner LeDoux

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

Chair Clark 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.

No action taken.

#### II. AGENDA APPROVAL

It was moved by LeDoux and seconded by Webber to approve the agenda. Motion carried unanimously.

#### III. MINUTES OF PREVIOUS MEETING – April 11, 2011

Chair Clark approved the minutes as submitted.

#### IV. PUBLIC COMMENT - None

#### V. OLD BUSINESS

A. Disciplinary Appeal Hearing Findings - Public Works Department The Commission met on April 19, 2011 for a closed disciplinary hearing. The Commission upheld the Department's disciplinary decision.

Grievance Appeal Hearing Findings – Public Works Department The Commission met on April 19, 2011 for a closed grievance hearing. The Commission overturned the Department's decision.

#### 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 Nelson and seconded by LeDoux to approve merit increases for classified employees. Motion carried unanimously.
- B. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.)(c.) for employees assigned to the departments of Administrative Services, Assessor, Facility Services, Health and Human Services and Sheriff's Department. It was moved by LeDoux and seconded by Nelson to approve the Work out of Class Pay for designated employees. Motion carried unanimously.
- C. Request for approval of Classification Specification Revisions for Child Support Services class series.

It was moved by Costa and seconded by Webber to approve the Classification Specification Revisions for Child Support Services class series.

Motion carried unanimously.

D. Request for approval of Classification Specification Revisions for Facility Services Architectural series.

It was moved by LeDoux and seconded by Nelson to approve the Classification Specification Revisions for Facility Services class series.

Motion carried unanimously.

#### VII. COMMUNICATIONS

- A. Provisional Appointments None
- B. Report of leaves of absence
- C. Staff Reports and Correspondence
  - 1. Wildlife Specialist Specifications Update Nancy updated the Commission on changes specifically to the license and certification section.
- D. Commissioner's Comments
  - 1. Civil Service Chair Clark and Nancy Nittler met in April with Michael Johnson & Wes Zicker @ CDRA.
  - 2. Civil Service Chair Clark, Vice Chair Costa, and Nancy Nittler met in April with Mary George @ Library.

### VIII. ADJOURNMENT @ 4:50 PM

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

The next regular meeting will be on Monday, June 13, 2011 – Placer County Personnel (Training Room) @ 145 Fulweiler Avenue, Suite 200, Auburn, CA. commencing @ 4:00 PM.

PLACER COUNTY CIVIL SERVICE COMMISSION	
REX CLARK	KELLIE CRAIG
CHAIR	EXECUTIVE SECRETARY