CIVIL SERVICE COMMISSION

Monday, April 8, 2019
3:30 PM

Meeting Minutes

Placer County is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you are hearing impaired, we have listening devices available. If you require additional disability-related modifications or accommodations, including auxiliary aids or services, please contact the Executive Secretary. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Executive Secretary five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

MEETING LOCATION:

Placer County Human Resources Department
Large Conference Room
145 Fulweiler Avenue, First Floor
Auburn, CA 95603
(530) 889-4060

3:30 PM OPEN SESSION

Roll Call – All Commissioners are present

Flag Salute – Commissioner Ward led the flag salute

I. Agenda Approval
   It was moved by Commissioner Le Doux and seconded by Commissioner Costa that the Commission approve the Agenda. Motion carried unanimously.

II. Approval of Minutes from previous Regular Meeting – March 11, 2019
    Commissioner Randolph adopted the Minutes with no changes from the previous Regular meeting held on March 11, 2019.

III. 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.

   No public comment

IV. Old Business – None
V. New Business

A. Request for approval to extend Work-Out-of-Class pay pursuant to Placer County Code Section 3.08.510(C) (5) (c) for one employee assigned to the County Executive Office.

It was moved by Commissioner Le Doux and seconded by Commissioner Costa that the Commission approve the Work-Out-of-Class request submitted by the County Executive Office. Motion was carried unanimously.

VI. Communications

Reports to the Commission are informational items only. No action will be taken.

A. Provisional Appointments - None

B. Staff Reports and Correspondence
   i. Staff Updates:
      a. Kate Sampson provided an update on the appointment of Michelle Beauchamp to Assistant Director of Human Resources and the addition of Judy McKeig as the new Executive Secretary and CSC Clerk.
      b. Lindsay Kilian provided an update on the transfer of Thalia Torres to Admin Tech in Recruitment including Sheriff, County Executive Office, and Human Resources.
      c. Joseph Morgan introduced Gary Schell, Safety Officer, noting the position has moved to Human Resources
   ii. Commission Seat Vacancy Update:
      a. Provided by Kate Sampson, seat was vacated by Don Nelson effective March 31, 2019. The Board of Supervisors is accepting applications for the remainder of Commissioner Nelson’s term that expires August 14, 2019. Applicants must be a qualified elector residing in Placer County. The nominating Board Member will be from District 5, which was previously occupied by Jennifer Montgomery who resigned March 31, 2019. The Board of Supervisors are scheduled to vote on the replacement Supervisor at the April 9, 2019 meeting. The new D5 Supervisor will consider the CSC applications and may provide a nominee for approval as early as the next BOS meeting on May 14, 2019. As this is after the next CSC meeting, it is likely the new commissioner will not be seated until the June CSC meeting.

C. Commissioner Comments:
   i. Commission LeDoux inquired about the application process for the incoming Commissioner.
CLOSED SESSION

VII. §54957 - Public Employee Performance Evaluations

OPEN SESSION

VIII. Report of action taken in closed session pursuant to Government Code Section 54957.1. No action taken.

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

It was moved by Le Doux and seconded by Costa that the classified merit increases be approved. Motion carried unanimously.

X. Adjournment

There being nothing further to come before the Commission, it was moved by Costa and seconded by Le Doux that the meeting be adjourned. Motion carried unanimously.

Civil Service Commission – Upcoming Regular Meeting

Monday, May 13, 2019 at 3:30 p.m.
Placer County Human Resources Department
Large Conference Room
145 Fulweiler Avenue, First Floor
Auburn, CA 95603
(530) 889-4060

PLACER COUNTY CIVIL SERVICE COMMISSION

Andrae Randolph, Chair

Judy McKeig, Commission Clerk