CIVIL SERVICE COMMISSION
REGULAR MEETING
MINUTES
Tuesday, November 12, 2019
3:30 PM

145 Fulweiler Avenue, Suite 200
Auburn, California 95603
www.placer.ca.gov

Kate Sampson, Human Resources Director
Judy McKeig, Commission Clerk
Office: (530) 889-4067

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 Commission Clerk. 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 Commission Clerk 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
145 Fulweiler Avenue, 1st Floor Conference Room
Auburn, CA 95603
(530) 889-4060

OPEN SESSION
Call to Order: 3:35PM
Roll Call: Judy McKeig, Commission Clerk
Present: Andraé Randolph, Ron Le Doux, Rick Ward
Absent: Deborah Bennett, John Costa
Flag Salute: Led by Commissioner Le Doux

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.

1. Approval of Agenda | Regular Meeting, November 12, 2019
   Motion: Le Doux/Ward-Unanimous vote 3:0
   Ayes: Randolph, Le Doux, Ward
   Absent: Bennett, Costa

2. Approval of Minutes | Regular Meeting, October 15, 2019 (absent: Randolph, Costa)
   Motion: Le Doux/Ward/Failed vote 2:0
   Ayes: Le Doux, Ward
   Abstain: Randolph
   Absent: Bennett, Costa

3. Approval of Minutes | Special Meeting, July 22, 2019
   Motion: Le Doux/Ward-Unanimous vote 3:0
   Ayes: Randolph, Le Doux, Ward
   Absent: Bennett, Costa
4. Approval of Minutes | Special Meeting, continued from July 22, 2019 to October 10, 2019
   Motion: Le Doux/Ward-Unanimous vote 3:0
   Ayes: Randolph, Le Doux, Ward
   Absent: Bennett, Costa

5. Approval of Minutes | Special Meeting, August 13, 2019 (absent: Bennett, Ward)
   Motion: Le Doux/Ward/Unanimous vote 3:0
   Ayes: Randolph, Le Doux, Ward
   Absent: Bennett, Costa

6. Equal Employment Opportunity Program
   Presenter: Suzanne Holloway, Human Resources Manager
   Motion: Le Doux/Ward/Unanimous vote 3:0
   Ayes: Randolph, Le Doux, Ward
   Absent: Bennett, Costa

Ms. Holloway presented the 2020 Equal Opportunity Employment Program (EEOP) to the Civil Service Commission for approval, after which it will be sent to the Board of Supervisors for affirmation according to State and Federal law. There are several updates for 2020, notably what constitutes a “protected classification” and the definition of “race”. Ms. Holloway noted that a detailed workforce analysis will be conducted in the next five to six months, with the results and recommendations to be presented at the end of calendar year 2020. No public comment. No Commissioner comments.

7. Civil Service Commission 2020 Meeting Calendar
   Approve the 2020 Civil Service Commission Regular Meeting Calendar.
   Presenter: Kate Sampson, Director of Human Resources
   Motion: Le Doux/Ward/Unanimous vote 3:0
   Ayes: Randolph, Le Doux, Ward
   Absent: Bennett, Costa

Ms. Sampson presented the Regular Meeting Calendar for 2020, noting there is a date change in October in observation of Columbus Day; the regular meeting will be held on Tuesday, October 13, 2020. No public comment. No Commissioner comments.

8. Communications
   Reports to the Commission are informational only. No action will be taken.
   a. Provisional Appointments: None
   b. Staff Reports and Correspondence:
      i. HR Updates: Kate Sampson
         1. Kathy Youngs introduced Valeriya Bachinsky, Human Resources Analyst II. Ms. Bachinsky’s first day was October 21, 2019 and she serves on the newly named Talent Acquisition and Department Support team. Ms. Bachinsky comes to Placer County from the City of Sacramento where she was an administrative analyst since 2016. Prior to that, she worked for Los Rios Community College as a recruitment analyst. Ms. Bachinsky has a Bachelor of Arts from Sacramento State University in international business administration.
2. Heidi Kernytsky provided an overview of Career Day hosted by Placer County on November 7, 2019. This was part of a six-county regional effort facilitated by Innovative Pathways to Public Service to engage and educate high school students on the variety of career possibilities in public service. Approximately 30 students from Roseville High School, Woodcreek High School, and Adelante High School toured the Probation Department, Assessor's Office, and Library operations. Commissioner questions and discussion included the age demographic of Placer County job applicants, ways to engage with students, promoting the benefits of public service versus private sector wages, planned outreach efforts throughout Placer County including the Tahoe area, job fairs at local colleges, and general educational efforts. No public comment.

C. Commissioner Comments
   i. Commissioner Ward mentioned he will be a grandfather in a few months.
   ii. Commissioner Le Doux has nothing to report.
   iii. Commissioner Randolph has nothing to report.

CLOSED SESSION

9. §54957 - Public Employee Performance Evaluations
   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.

OPEN SESSION

Closed Session Report
Report of action taken in closed session pursuant to Government Code Section 54957.1.
Ms. Sampson noted there is nothing to report.

10. Classified Employees Merit Increases
    Approve merit increases for classified employees pursuant to Placer County Code Section 3.04.650 (progression in steps).
    Motion: Le Doux/Ward/Unanimous vote 3:0
    Ayes: Randolph, Le Doux, Ward
    Absent: Bennett, Costa

11. Adjournment to the following upcoming Regular Meeting
    Motion: Le Doux/Ward/Unanimous vote 3:0
    Ayes: Randolph, Le Doux, Ward
    Absent: Bennett, Costa

Monday, December 9, 2019 | 3:30PM
Human Resources Department
145 Fulweiler Avenue, 1st Floor Conference Room
Auburn, CA 95603
530-889-4060

Andraé Randolph, Chair
Judy McKeig, Commission Clerk