



**COUNTY OF PLACER  
CIVIL SERVICE  
COMMISSION**

**February 14, 2000  
MINUTES  
5:30 P.M.**

**CIVIL SERVICE COMMISSION**  
SYLVIA BESANA  
RICHARD COSTIGAN, III,  
RON LE DOUX, Vice Chair  
WILLIAM STOCKWIN  
JAMES WEBBER, Chair

Nancy Nittler, Personnel Director  
Carol Braun, Executive Secretary

County Administrative Center, 175 Fulweiler Avenue, Auburn, CA 95603

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5:10 PM ROLL CALL: Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, with four Commissioner's present. Chairman Webber absent. Vice Chairman LeDoux presiding.

**CLOSED SESSION:**

5:15 PM Review of Recommended Merit Increases

**OPEN SESSION - 5:30 PM**

- I. **CLOSED SESSION REPORT:** Vice Chairman LeDoux announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. It was moved by Costigan and seconded by Stockwin that the merit increases be approved as recommended by the departments. Four were denied. One to be returned in 6 months and three to be returned in 3 months. Motion carried unanimously.
- II. **AGENDA APPROVAL:** It was moved by Costigan and seconded by Besana to amend the agenda to continue item VI. B New Classification Specification – Staff Services Analyst I/II to next month. Motion carried unanimously.
- III. **MINUTES OF PREVIOUS MEETING:** Moved by Stockwin and seconded by Besana that the minutes of January 10, 2000, be approved. Motion carried unanimously.
- IV. **PUBLIC COMMENTS:** None
- V. **OLD BUSINESS -** None
- VI. **NEW BUSINESS**

A. Reclassification Request

1. Planning Department

It was moved by Besana and seconded by Costigan to approve the reclassification of one Administrative Secretary to Executive Secretary. Motion carried unanimously.

B. New Classification Specification

1. Staff Services Analyst I/II

This item was continued to next meeting.

C. Extension of Work Out Of Class Pay

It was moved by Stockwin and seconded by Besana to approve the work out of class extensions as listed in staff memo. Motion carried unanimously.

D. Policy Direction – Retroactive Work Out Of Class

The Commission directed Personnel staff to further define wording in policy and bring back next month for action.

VII. LEAVES OF ABSENCE: As an information item only, the Commission was advised of the leaves approved by Nancy Nittler, Personnel Director.

VIII. COMMUNICATIONS

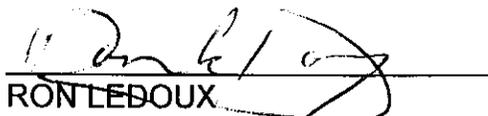
A. Provisional Appointments - One

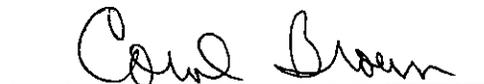
B. Staff Reports and Correspondence

The Commission received correspondence from a resigning employee.

IX. ADJOURNMENT: There being nothing further to come before the Commission the meeting was adjourned. The next regular meeting will be held at 5:30 PM, on Monday, March 13, 2000, at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

  
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RON LEDOUX  
VICE CHAIRMAN

  
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CAROL BRAUN  
EXECUTIVE SECRETARY