



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday, September 10, 2001

CIVIL SERVICE COMMISSION

SYLVIA BESANA, Chair
RICHARD COSTIGAN, III
RON LE DOUX, Vice Chair
WILLIAM STOCKWIN
JAMES WEBBER

Nancy Nittler, Personnel Director
Diana Rohr, Executive Secretary

MINUTES 5:30 P.M.

Plump Jack Conference Center, 1920 Squaw Valley Road, Olympic Valley, CA

5:10 PM ROLL CALL: Meeting was held at 1920 Squaw Valley Road, Olympic Valley CA, with Commissioner Costigan absent. Chairman Besana presiding.

CLOSED SESSION

5:15 PM A. Review of Recommended Merit Increases

OPEN SESSION

- 5:30 PM I. CLOSED SESSION REPORT Chairman Besana 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 Webber and seconded by Stockwin that one merit increase be denied and will be returned in 90 days. Motion carried unanimously.
- II. AGENDA APPROVAL It was moved by LeDoux and seconded by Stockwin to approve the agenda. Motion carried unanimously.
- III. MINUTES OF PREVIOUS MEETING Moved by Webber and seconded by Stockwin that the minutes of August 13, 2001, be approved. Motion carried unanimously.
- IV. PUBLIC COMMENTS None
- V. OLD BUSINESS None
- VI. NEW BUSINESS
- A. Reclassification Request
1. Health and Human Services
 - a. It was moved by LeDoux and seconded by Webber to approve the reclassification of one Senior Account Clerk position, range 35.5 to Accounting Technician, range 37.5. Motion carried unanimously.

B. Departmental Presentations

Individuals from departments with Tahoe divisions addressed the Commission providing an overview of their Tahoe operations and duties.

1. County Executive Office, Principal Management Analyst, Grayson Marshall Jr.
2. Health and Human Services, HHS Personnel, ASO II Tim Farmer introduced Client Services Program Manager Gail Tondettar
3. Assessor, Managing Appraiser, Bruce Ajari
4. Planning, Principal Planner, Bill Combs introduced Associate Planner, Alan Breuch
5. Public Works, Public Works Manager-Engineer, Bob Costa
6. District Attorney-Criminal Division, Deputy DA IV, Christopher Cattran
7. Sheriff, Sheriff's Captain, James Hawthorne

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 – None

B. Staff Reports and Correspondence

Nancy Nittler advised that the Personnel Department received a letter from employees in the Probation Department with issues regarding the recruitment procedures for the Probation Manager. Personnel Analyst, Kathy Hassell, along with Personnel Director, Nancy Nittler to meet with representatives from the department to address these issues noting that this may be a future agenda topic for the Civil Service Commission.

C. Chairman Besana thanked department representatives for attending, indicating that their presentations were very informative and well received. It was moved by LeDoux and seconded by Stockwin that departmental representatives be commended and thanked. Motion carried unanimously.

IX. ADJOURNMENT

There being nothing further to come before the Commission the meeting was adjourned noting that Commissioners would like to meet with County Executive Officer Jan Christofferson at 4:00 PM October 15, 2001.

The next regular meeting will be held at 5:30 PM, on Monday, October 15, 2001, at 175 Fulweiler Avenue, Auburn, CA

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SYLVIA BESANA
CHAIRMAN

DIANA ROHR
EXECUTIVE SECRETARY