



COUNTY OF PLACER CIVIL SERVICE COMMISSION

February 11, 2002

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

Nancy Nittler, Personnel Director
Diana Rohr, Executive Secretary

MINUTES 5:30 P.M.

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

5:10 PM ROLL CALL: Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, with all Commissioner's present. Chairman Le Doux presiding.

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTIONS

5:15 PM A. 54954.7 Public Employee Performance Evaluation
Title Various

OPEN SESSION

5:30 PM I. CLOSED SESSION REPORT: Chairman Le Doux announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54954.7. It was moved by Webber and seconded by Besana that all merit increases be approved as recommended by the departments with the exception of one. The exception was neither approved or denied. It was requested back for clarification purposes for the March meeting. Motion carried unanimously.

II. AGENDA APPROVAL: It was moved by Stockwin and seconded by Webber to approve the agenda. Motion carried unanimously.

III. MINUTES OF PREVIOUS MEETING: Moved by Stockwin and seconded by Besana that the minutes of January 14, 2002, be approved. Motion carried unanimously.

IV. PUBLIC COMMENTS: None

V. OLD BUSINESS: None

VI. NEW BUSINESS

A. Reclassification Request

1.) HHS

It was moved by Besana and seconded by Stockwin to approve the reclassification of one Administrative Clerk Entry/Journey, salary range 30.0 (\$1826-\$2219) to Senior Administrative Clerk, salary range 34.0 (\$2219-\$2698) and to non-competitively promote the incumbent pursuant to Chapter 3, Section 3.08.480. Motion carried unanimously.

1.) Museum

It was moved by Stockwin and seconded by Webber to approve the reclassification of one Administrative Museum Curator, salary range 38.0 (\$2698-\$3279) to Museum Program Manager, salary range 43.5 (\$3524-\$4284). Motion carried unanimously.

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

1.) Nancy Nittler introduced Karen Mayer, Administrative Services Officer I. Karen fills Personnel's first official financial position and is very welcomed.

2.) Correspondence relative to the Child Support Services Department from Kathy Widing, Placer County Business Representative was distributed to Commission in regards to concerns she has with the recruitment process. The second piece of correspondence from Kathy Widing, a formal appeal, requesting to be heard by Commission on a different recruitment topic relative to the Child Support Services Department will likely appear on the March 2002 Civil Service Commission Agenda.

3.) Reference to the correspondence on Auburn Placer County Library letterhead received last month being mentioned, since is a request to discuss information regarding library salaries at the March 11th. meeting. Nancy Nittler indicated that she did

have the opportunity to meet with the Board of Supervisors, who is the body in our organization that directs collective bargaining pertaining to salaries. She offered to put this item on next month's agenda so the Commission could hear from the folks who wrote the letter and the information they would like to share regarding the Library salaries. Nancy noted that she had alerted Chuck Thiel, Placer County Business Representative, as he's been involved in the Library salary issues.

- 4.) The Personnel Department is being restructured into two functional divisions, the Benefits Division and the General Personnel Division. This restructuring will hopefully make Personnel more efficient and effective.

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 11, 2002, at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

RONALD LeDOUX
CHAIRMAN

DIANA ROHR
EXECUTIVE SECRETARY