



# COUNTY OF PLACER CIVIL SERVICE COMMISSION

April 12, 2004

## CIVIL SERVICE COMMISSION

SYLVIA BESANA, Vice Chair  
THEODORE W. JONES  
RON LE DOUX  
ALAN SHUTTLEWORTH  
JAMES WEBBER, Chair

Nancy Nittler, Personnel Director  
Diana Rohr, Executive Secretary

## MINUTES 5:30 P.M.

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

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5:00 PM ROLL CALL: Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, with Commissioner Shuttleworth absent. Chairman Webber presiding.

### CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTIONS

5:05 PM A. 54954.7 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Various

### OPEN SESSION

- 5:30 PM I. CLOSED SESSION REPORT:  
Chairman Webber announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section:  
A. 54954.7 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
It was moved by Le Doux and seconded by Besana that all merit increases be approved as recommended by the departments with the exception of three, to be returned in ninety days.  
Motion carried unanimously.
- II. AGENDA APPROVAL:  
It was moved by Le Doux and seconded by Besana to approve the agenda.  
Motion carried unanimously.

III. MINUTES OF PREVIOUS MEETING:

It was moved by Besana and seconded by Jones that the minutes of March 08, 2004 be approved.

Motion carried unanimously.

IV. PUBLIC COMMENTS:

A. Raymond Merz, Director of Health and Human Services announced his retirement after 36 years of service. Mr. Merz thanked the Commission expressing appreciation for their fairness over the years.

V. OLD BUSINESS:

None

VI. NEW BUSINESS

A. Creation of New Classification and Specification for Placement into the Unclassified Service

1. Assistant Director of Health and Human Services

It was moved by Le Doux and seconded by Besana to approve:

a.) the proposed new classification of Assistant Director of Health and Human Services for placement into the unclassified service.

Motion carried unanimously.

B. Reclassification Request

1. Facility Services

It was moved by Besana and seconded by Le Doux to approve:

a.) the reclassification of one Administrative Secretary position to the classification of Administrative Technician and;

b.) the administrative placement of the incumbent into the reclassified position.

Motion carried unanimously.

C. Work Out of Class Extensions

It was moved by Le Doux and seconded by Jones to approve the work out of class extension as listed in the staff memo.

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. Lori Walsh, Assistant Personnel Director, provided invitation correspondence regarding a retirement celebration for Raymond Merz.

IX. ADJOURNMENT

There being nothing further to come before the Commission, it was moved by Besana and seconded by Le Doux to adjourn.  
Motion carried unanimously.

The next regular meeting will be held at 5:30 PM, on Monday, May 10, 2004, at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

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JAMES WEBBER  
CHAIRMAN

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DIANA ROHR  
EXECUTIVE SECRETARY