



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday, November 13, 2006

CIVIL SERVICE COMMISSION
SYLVIA BESANA
JOHN COSTA, Vice Chair
RON LE DOUX
ALAN SHUTTLEWORTH, Chair
LARRY WEBBER

Nancy Nittler, Personnel Director
Diana Rohr, Executive Secretary

MINUTES
5:30 P.M.

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

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 Executive Secretary. 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 Executive Secretary 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.

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

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTIONS

5:05 PM A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code Section 54957
Title: Various/County Code Chapter 3,
Section 3.12.020/Personnel Director

OPEN SESSION

FLAG SALUTE Led by Chairman Shuttleworth

5:30 PM I. CLOSED SESSION REPORT:
Chairman Shuttleworth announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section:
54957 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.
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:
Chairman Shuttleworth approved the minutes as submitted.

- IV. PUBLIC COMMENTS:
None

- V. NEW BUSINESS
 - A. Reclassification Request
 - 1. Administrative Services Department
It was moved by Besana and seconded by Le Doux to approve:
 - a. the reclassification of one Senior Technology Solutions Analyst position to the classification of Information Technology Analyst I/II; and
 - b. the placement of the incumbent in the classification of Information Technology Analyst II.Motion carried unanimously.

 - 2. Auditor-Controller's Department
It was moved by Le Doux and seconded by Webber to approve the reclassification of one Technology Solutions Analyst I/II position to the classification of Senior Technology Solutions Analyst position.
Motion carried unanimously.

 - B. Classification Specification Revision Request
 - 1. Agricultural Commissioner-Sealer of Weights and Measurements Department
It was moved by Besana and seconded by Webber to approve:
 - a. the proposed revisions to the classification specification including title change for Senior Agricultural Inspector to Senior Agricultural and Standards Inspector; and
 - b. the proposed revisions to the classification specification for Agricultural and Standards Inspector I/II.Motion carried unanimously.

 - C. Work Out of Class Extensions
It was moved by Le Doux and seconded by Besana to approve the work out of class pay extension as listed in the staff memo.
Motion carried unanimously.

VI. LEAVE OF ABSENCE

As an information item only, the Commission was advised of the leaves approved by Nancy Nittler, Personnel Director.

VII. COMMUNICATIONS

A. Provisional Appointments

Nancy Nittler advised of one provisional appointment.

B. Staff Reports and Correspondence

Nancy Nittler welcomed Cheri Fairchild back to the Personnel Department and also introduced Senior Administrative Clerk, Dawn McCollum who recently transferred to Personnel from the Assessor Department.

VIII. ADJOURNMENT

There being nothing further to come before the Commission, it was moved by Besana and seconded by Le Doux that the meeting be adjourned.

Motion carried unanimously.

The next regular meeting will be on Monday, December 11, 2006 at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

ALAN SHUTTLEWORTH
CHAIRMAN

DIANA ROHR
EXECUTIVE SECRETARY