



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday, December 11, 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 all Commissioners present, 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

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 Webber that all merit increases be approved as recommended by the departments.
Motion carried unanimously.

- II. AGENDA APPROVAL:
It was moved by Besana and seconded by Le Doux to approve the agenda.
Motion carried unanimously.
- III. MINUTES OF PREVIOUS MEETING:
Chairman Shuttleworth approved the minutes as submitted.
- IV. PUBLIC COMMENTS:
Mike Boyle, Assistant County Executive Officer addressed the Commission wishing them happy holidays and acknowledging appreciation for the work that the Commission does.
- V. NEW BUSINESS
 - A. Classification Specification Revision Request
Agricultural Commissioner-Sealer of Weights and Measurements Department – Hunter Trapper
It was moved by Le Doux and seconded by Besana to approve the proposed revisions to the classification specification including title change from Hunter-Trapper to Wildlife Specialist.
Motion carried unanimously.
 - B. Retroactive Non- Competitive Promotion Request
Public Works Department
It was moved by Le Doux and seconded by Webber to approve the non-competitive promotion for one employee in the Public Works Department Design Unit from the classification of Junior Engineer to Assistant Engineer retroactive to October 09, 2006.
Motion carried unanimously.
 - C. Work Out of Class Extensions
None
 - D. Equal Employment Opportunity Policy Update
It was moved by Le Doux and seconded by Costa to approve the Equal Employment Opportunity Program effective January 01, 2007 through December 31, 2007.
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
None

B. Staff Reports and Correspondence

Nancy Nittler introduced Administrative Technician, Lori Reed and Senior Administrative Clerk, Sherry Smith who both work in the recruitment unit within the Personnel Department.

VIII. ADJOURNMENT

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

Motion carried unanimously.

The next regular meeting will be on Monday, January 08, 2007 at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

ALAN SHUTTLEWORTH
CHAIRMAN

DIANA ROHR
EXECUTIVE SECRETARY