



**COUNTY OF PLACER  
CIVIL SERVICE  
COMMISSION**

**Monday, January 08, 2007**

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

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 Shuttleworth absent, Chairman Costa 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 Costa.

5:30 PM I. CLOSED SESSION REPORT:  
Chairman Costa 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 Webber and seconded by Le Doux that all merit increases be approved as recommended by the departments with the exception of two.  
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 Costa approved the minutes as submitted.
- IV. PUBLIC COMMENTS:  
Rosemary Frieborn of Newcastle addressed the Commission seeking information regarding the process of a salary adjustment relative to the position of the County Executive Officer that currently is an agenda item for consideration before the Placer County Board of Supervisors.
- V. NEW BUSINESS
  - A. Classification Specification Revision Request  
Health and Human Services Department  
It was moved by Le Doux and seconded by Besana to approve the title change from Eligibility Supervisor to Supervising Client Services Program Specialist and the proposed revisions to the related classification specifications in the classification series.  
Motion carried unanimously.
  - B. Reclassification Request  
Community Development Resource Agency  
It was moved by Besana and seconded by Webber to approve the reclassification of one Administrative Clerk Journey position to the classification of Senior Administrative Clerk and the non-competitive promotion of the incumbent.  
Motion carried unanimously.
  - C. Interpretation of Minimum Qualifications  
It was moved Besana and seconded by Le Doux to approve the implementation of a pilot program allowing the Personnel Department greater flexibility in determining how education and experience equivalency will be interpreted in the recruitment process.  
Motion carried unanimously.
  - D. 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

None

B. Staff Reports and Correspondence

Nancy Nittler introduced Administrative Secretary, Julie Manning who recently transferred from the District Attorney's Department to work in the Personnel 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 Tuesday, February 13, 2007 at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

---

JOHN COSTA  
CHAIRMAN

---

DIANA ROHR  
EXECUTIVE SECRETARY