



# COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday, May 11, 2009

## CIVIL SERVICE COMMISSION

REX CLARK  
JOHN COSTA  
RON LE DOUX, Chair  
DON NELSON, Vice Chair  
LARRY WEBBER

Nancy Nittler, Personnel Director  
Charlotte Pinter, Executive Secretary

## MINUTES

County Administrative Center, 175 Fulweiler Avenue, Auburn, CA 95603  
(530) 889-4060

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5:00 PM ROLL CALL: Meeting was held at the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, Chairman Le Doux presiding. All Commissioners were present.

### CLOSED SESSION – PURSUANT TO GOVERNMENT CODE

- I. CONSIDERATION OF DISCIPLINE/DISMISSAL/RELEASE OF PUBLIC EMPLOYEE  
(Government Code Section 54957)
- II. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS  
(Subdivision of (b)(1) of Government Code Section 54957)  
Title: Various/County Code Chapter 3, Section 3.12.020

### OPEN SESSION

FLAG SALUTE Led by Chairman Le Doux.

- 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 Sections:

54957 Consideration of Discipline/Dismissal/Release of Public Employee

Chairman Le Doux reported that the Commission had unanimously upheld the department's disciplinary action.

54957 Public Employee Performance Evaluations

It was moved by Webber and seconded by Nelson to approve all merit increases as recommended by the departments with the exception of two - one to be returned in 90 days, and one denied. Motion carried unanimously.

II. AGENDA APPROVAL:

It was moved by Clark and seconded by Webber to approve the agenda. Motion carried unanimously.

III. MINUTES OF PREVIOUS MEETING:

Chairman Le Doux approved the minutes as submitted.

IV. PUBLIC COMMENTS:

None.

V. NEW BUSINESS:

A. Proclamation honoring Diana Rohr's Service  
Personnel Department

Chairman Le Doux read aloud and presented the proclamation posthumously honoring Diana Rohr to her family. It was moved by Webber and seconded by Costa to adopt the proclamation. Motion carried unanimously.

B. New Classification/Abolishment of Classification Requests  
Sheriff's Department

1. Dispatch Services Manager (New)
2. Communication Services Manager (Abolish)

It was moved by Webber and seconded by Clark to approve the creation of the new management classification of Dispatch Services Manager, Range 427 and to abolish the Sheriff's Communications Services Manager classification, Range 437. Motion carried unanimously.

C. Classification Specification Revision Requests  
Probation Department

1. Cook
2. Senior Cook
3. Food Service Supervisor

It was moved by Costa and seconded by Webber to approve the proposed language revisions to the Cook, Senior Cook, and Food

Service Supervisor classification specifications. Motion carried unanimously.

D. Work Out of Class Extensions

It was moved by Webber and seconded by Costa to approve the work out of class pay extensions as listed in the department memo. Motion carried unanimously.

VI. LEAVES 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

1. H1N1 Virus Update

Nancy Nittler and Rui Cunha, Program Manager of the Placer County Office of Emergency Services, reported on the steps taken by the County to prepare for the potential impact of this virus. Mr. Cunha discussed the plan that had been previously prepared to deal with a flu pandemic and that limited activation of that plan has been initiated. Commissioners asked about funds spent by the County in preparation; Mr. Cunha felt that some might be recoverable. Commissioners congratulated Mr. Cunha on the proactive steps taken by the County, and thanked him and Ms. Nittler for the update. Ms. Nittler commended the County Executive Office on its timely and thorough communications with employees on this issue.

Ms. Nittler expressed her appreciation to PPEO employees for voting to approve the agreement with the County implementing twelve Mandatory Time Off (MTO) days over the next fiscal year, and a limit of 2.5% on the General Wage Increase due in November 2009, matching the efforts put forth by the management and confidential employees.

VIII. ADJOURNMENT

There being nothing further to come before the Commission, it was moved by Webber and seconded by Clark to adjourn the meeting. Motion carried unanimously.

The next regular meeting will be on Monday, June 8, 2009 at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

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RON LE DOUX  
CHAIRMAN

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CHARLOTTE PINTER  
EXECUTIVE SECRETARY