



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday, September 14, 2009

CIVIL SERVICE COMMISSION

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

MINUTES

Nancy Nittler, Personnel Director
Kellie Craig, Executive Secretary

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. 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 Section:

54957 Public Employee Performance Evaluations

It was moved by Webber and seconded by Costa to approve all merit increases as recommended by the departments with the exception of one, to be returned in 90 days.

Motion carried unanimously.

II. AGENDA APPROVAL:

It was moved by Nelson 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. Request for Unclassified Designation
Health and Human Services Department
Public Health Laboratory Director

It was moved by Nelson and seconded by Clark to approve the request for unclassified designation of the Public Health Laboratory Director position with additional language added to the class specification reflecting the position works within the Health and Human Services Department.
Motion carried unanimously.

B. Work Out of Class – Direction on Timeframe
Personnel Department

It was moved by Nelson and seconded by Webber to approve work out of class extension requests in either 90 or 180 day increments. The Commission requested this issue be brought back for review in three years.
Motion carried unanimously.

C. Work Out of Class Extensions

It was moved by Webber and seconded by Clark that the work out of class extension requests be approved.
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. Reassignment Program

Lori Walsh, Cheri Fairchild, and Janeen Dupree reported on the implementation of the Reassignment Program, which allows the reassignment of employees to alternative positions in the County in lieu of being laid off. The Commission commended and thanked Personnel staff on the success of this program and their efforts.

C. Introduction of Staff

Nancy Nittler introduced Kellie Craig, the new Executive Secretary for Personnel and Clerk to the Commission, and thanked Charlotte Pinter for serving as the interim Executive Secretary.

VIII. ADJOURNMENT

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

The next regular meeting will be on Tuesday, October 13, 2009 at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

RON LE DOUX
CHAIRMAN

KELLIE CRAIG
EXECUTIVE SECRETARY