



COUNTY OF PLACER CIVIL SERVICE COMMISSION

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

Monday, August 9, 2010

**Nancy Nittler, Personnel Director
Kellie Craig, Executive Secretary**

MINUTES

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

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4:00 PM

ROLL CALL

Meeting was held at the County Administrative Center
175 Fulweiler Avenue - Auburn, CA, Chair Nelson presiding.
Absent – John Costa

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE

I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS

- a. (Subdivision of (b)(1) of Government Code Section 54957)
Title: Various/County Code Chapter 3, Section 3.12.020
Title: Personnel Director

4:30 PM

OPEN SESSION

FLAG SALUTE Led by Chair Nelson

I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.

Chair Nelson 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.
No action taken.

II. AGENDA APPROVAL

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

III. MINUTES OF PREVIOUS MEETING – July 12, 2010

Chair Nelson approved the minutes as submitted.

IV. PUBLIC COMMENTS

Persons may address the Commission on items not on this agenda. Please limit comments to 3 minutes per person since the time allocated for Public Comment is 15 minutes. If all comments cannot be heard within the 15-minute time limit, the Public Comment period will be taken up at the end of the regular session. The Commission is not permitted to take any action on items addressed under Public Comment.

No Public Comments

V. OLD BUSINESS – None

VI. NEW BUSINESS

A. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.

It was moved by Clark and seconded by LeDoux to approve merit increases for classified employees.

Motion carried unanimously.

B. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.)(c.) for employees assigned to the departments of Administrative Services, Child Support Services, and Health & Human Services.

It was moved by LeDoux and seconded by Clark to approve Work out of Class pay for designated employees.

Motion carried unanimously.

C. It is recommended that the Civil Service Commission approve the proposed language revisions to the classification specifications for the following:

- Agricultural Department -
Agricultural and Standards Inspector I/II/Senior

It was moved by LeDoux and seconded by Webber to approve the proposed language revisions to the Agricultural and Standards Inspector I/II/Senior classification specifications adding the requirement of a Commercial Class A, B, or C driver's license with applicable endorsements as required for the position and make other updates as requested in the Staff Report.

Motion carried unanimously.

- Sheriff's Department
 - Public Safety Dispatcher I/II
 - Senior Public Safety Dispatcher
 - Sheriff's Communications Supervisor

It was moved by LeDoux and seconded by Clark to approve the proposed revisions to the classification specifications for the following:

- Public Safety Dispatcher I/II
- Senior Public Safety Dispatcher
- Sheriff's Communications Supervisor

Motion carried unanimously.

- Personnel Department
 - Staff Services Analyst I/II
 - Senior Staff Services Analyst
 - Personnel Analyst I/II

It was moved by LeDoux and seconded by Clark to approve the proposed language revisions to the Staff Services Analyst I/II, Senior Staff Services Analyst, and Personnel Analyst I/II classification specifications.

Motion carried unanimously.

VII. COMMUNICATIONS

- A. Provisional Appointments – None
- B. Report of leaves of absence
- C. Staff Reports and Correspondence
- E. Commissioner's Comments
The next scheduled meeting is with Facility Services Director Jim Durfee in August.

VIII. ADJOURNMENT @ 5:10 PM

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, September 13, 2010 –
Placer County Personnel @ 145 Fulweiler Avenue, Suite 200, Auburn,
CA. commencing @ 4:00 PM.

PLACER COUNTY CIVIL SERVICE COMMISSION

DON NELSON
CHAIR

KELLIE CRAIG
EXECUTIVE SECRETARY