COUNTY OF Placer
HUMAN RESOURCES

CIVIL SERVICE COMMISSION

Monday – August 8, 2016

MINUTES

Lori Walsh, Director of Human Resources
Dawn McCollum, Commission Clerk

CIVIL SERVICE COMMISSION
RICK WARD, **Chair**
ANDRAE RANDOLPH, **Vice Chair**
JOHN COSTA
RON LE DOUX
DON NELSON

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MEETING LOCATION:

Placer County Human Resources Training Room
145 Fulweiler Avenue, Suite 200
Auburn CA 95603
530.889.4060

4:00 PM **OPEN SESSION**

Roll Call – Commissioner Randolph absent.

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I. **Agenda Approval**
It was moved by LeDoux and seconded by Nelson to approve the agenda. Motion carried unanimously.

II. **Approval of Minutes from previous meeting – July 11, 2016**
Approval of Minutes from previous meeting – July 25, 2016
The minutes of the July 11, and July 25, 2016, meetings were approved as written.

III. **Public Comment:** 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.

IV. New Business

A. 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 District Attorney, Library, and Health and Human Services Departments.

It was moved by Nelson and seconded by LeDoux to approve the work out of class pay for the employee assigned to the District Attorney Office. Motion carried.

It was moved by LeDoux and seconded by Nelson to approve the work out of class pay for the employee assigned to the Library Department. Motion carried.

It was moved by Costa and seconded by LeDoux to approve the work out of class pay for the employees assigned to the Health and Human Services Department. Motion carried.

B. Request for approval to reclassify one Account Clerk Senior to the classification of Accounting Technician at the Auditor-Controller's Office.

It was moved by LeDoux and seconded by Costa to approve the reclassification of one Account Clerk Senior position to the classification of Accounting Technician at the Auditor-Controller's office. Motion carried.

C. Human Resources presentation of the Civil Service Commission Annual Report for Fiscal Year 2015/2016.

Lori Walsh, Director of Human Resources, presented the Civil Service Annual Report for Fiscal Year 2015/2016. Following a discussion regarding the report contents, it was moved by Nelson and seconded by LeDoux to approve the report, requesting that their comments be noted in the final document. Motion carried.

V. COMMUNICATIONS - Reports to the Commission are informational items only. **No action will be taken.**

A. Provisional Appointments – None

B. Staff Reports and Correspondence

1. Lori Walsh
   - Upcoming Meetings
     Lori reminded the Commission and attendees that the meeting locations for the remainder of the year will be varied.

C. Commissioner Comments

CLOSED SESSION

I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS

A. Evaluation of performance of various Placer County employees pursuant to Government Code Section 54957 and pursuant to Placer County Chapter 3 Code Section 3.04.650.

OPEN SESSION

I. Report of action taken in closed session pursuant to Government Code Section 54957.
Nothing to Report

II. 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 Nelson and seconded by LeDoux to approve the merit increases for the classified employees. Motion carried.

III. Adjournment @ 5:47 p.m.
There being no further action to be taken, it was moved by Nelson and seconded by Costa to adjourn. Motion carried unanimously.

PLACER COUNTY CIVIL SERVICE COMMISSION

Rick Ward
Chair

9.12.2016

Dawn McCollum
Commission Clerk