

PLACER COUNTY CIVIL SERVICE COMMISSION MEETING
July 13, 1998

OPEN SESSION

I. ROLL CALL: Meeting was held in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA with all Commissioner's present. Chairman Stockwin presiding.

CLOSED SESSION

OPEN SESSION - 6:30 P.M.

I. CLOSED SESSION REPORT: Chairman Stockwin announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. It was moved by LeDoux and seconded by Besana that the merit increases be approved as recommended by the departments. One was denied and is to be resubmitted in 90 days. Motion carried unanimously.

II. MINUTES OF PREVIOUS MEETING: Moved by LeDoux and seconded by Webber, that the minutes of June 8, 1998, be approved. Motion carried unanimously.

III. PUBLIC COMMENT - None

IV: OLD BUSINESS - None

V. NEW BUSINESS:

A. Reclassification Request

1. a. Health & Human Services - Homemaker to Client Services Assistant I/II.

It was moved by LeDoux and seconded by Webber to approve the reclassification of four (4) positions of Homemaker, range 30.5 to Client Services Assistant I/II, range 34.5/36.5. Motion carried unanimously.

b. Registered Nurse to Mid-level Practitioner I/II
It was moved by LeDoux and seconded by Besana to approve the reclassification of one Registered Nurse, range 40.5 to Mid-Level Practitioner I/II, range 44.0/46.0 and approve the revisions to the classification specifications for Mid-level Practitioner I/II. Motion carried unanimously.

2. a. Sheriff - Sr. Administrative Clerk to Administrative Technician.

It was moved by LeDoux and seconded by Besana to approve the reclassification of one position of Sr. Administrative Clerk, range 34.0 to Administrative Technician, range 38.5. Motion carried unanimously.

b. Account Clerk - Journey to Sr. Account Clerk
It was moved by Webber and seconded by LeDoux to approve the reclassification of one Account Clerk-Journey, range 32.0 to Sr. Account Clerk, range 35.5. Motion carried unanimously.

c. Deputy Sheriff I/II to Sergeant
It was moved by Webber and seconded by LeDoux to approve the reclassification of one allocation Deputy Sheriff II, range 98.2 to Sergeant, range 98.4. Motion carried unanimously.

B. Non-competitive Promotion Rule Interpretation

a. Probation

It was moved by Costigan and seconded by LeDoux to approve a one time waiver in the minimum requirements for Probation Officer II for three Probation Department employees. Motion carried unanimously.

C. Rule Revision - 14.1840(c) Abolishment of Eligible Lists

It was moved by LeDoux and seconded by Besana to approve the rule revision delegating the authority to abolish eligible lists to the Personnel Director. Motion carried - 4 ayes, Costigan voting no.

D. Classification Specification Revisions

1. It was moved by LeDoux and seconded by Besana to approve the revision of the classification specification for Maintenance Worker/Building Crafts Mechanic. Motion carried unanimously.

2. It was moved by Costigan and seconded by Besana to approve the revision to the classification specification for Victim/Witness Specialist. Motion carried unanimously.

E. New Classification Specifications.

1. Administrative Services

a. Housing Program Coordinator

b. Redevelopment Program Manager

It was moved by Besana and seconded by Webber to approve the new classification specifications of Housing Program Coordinator, range 47.5 and Redevelopment Program Manager, range 49.5. Motion carried unanimously.

F. Abolishment of Eligible List

a. Investigator

It was moved by Costigan and seconded by LeDoux to approve the abolishment of the eligible list for Investigator. Motion carried unanimously.

G. Extra Help Extensions

It was moved by Costigan and seconded by Besana to approve the Extra Help extensions as presented in the staff memo. Motion carried unanimously.

VI. LEAVES OF ABSENCE - As an information item only, the Commission was advised of the Leaves approved by the Personnel Director.

VII. COMMUNICATIONS

A. Provisional Appointments - None

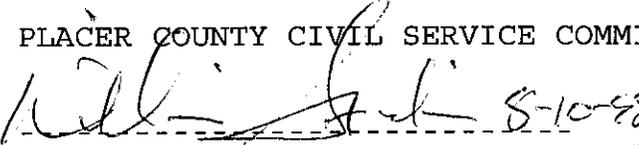
B. Staff Reports and Correspondence

1. September CSC Meeting - Tahoe

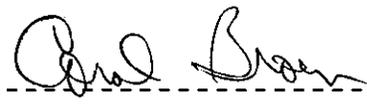
The Commission directed staff to arrange the September meeting in Tahoe on September 14, 1998.

VIII. ADJOURNMENT - There being nothing further to come before the Commission, the meeting was adjourned. The next regular meeting will be held at 6:30 PM, on **Monday**, August 10, 1998, in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION



WILL STOCKWIN, CHAIRMAN



CAROL BRAUN, EXECUTIVE SECRETARY