

COUNTY OF PLACER CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION REX CLARK, Chair JOHN COSTA, Vice Chair

RON LE DOUX DON NELSON LARRY WEBBER Monday – December 12, 2011

Nancy Nittler, Personnel Director Kellie Craig, Executive Secretary

MINUTES

Placer County Personnel - Training Room

145 Fulweiler Avenue, Suite 200 Auburn, CA 95603 (530) 889-4060

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4:00 PM **ROLL CALL**

Meeting was held at the Meeting was held at the Placer County Personnel -Training Room - 145 Fulweiler Avenue, Suite 200 - Auburn, CA Chair Clark presiding.

All Commissioners Present

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE

PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS I.

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

4:30 PM **OPEN SESSION**

FLAG SALUTE Led by Commissioner Costa

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

Chair Clark 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.

AGENDA APPROVAL II.

It was moved by LeDoux and seconded by Costa to approve the agenda. Motion carried unanimously.

- III. MINUTES OF PREVIOUS MEETING November 14, 2011 Chair Clark approved the minutes as submitted.
- IV. PUBLIC COMMENT None
- V. OLD BUSINESS None

VI. NEW BUSINESS

- A. Recruitment Direction for Agriculture and Standards Inspector I/II. It was moved by LeDoux and seconded by Nelson to approve opening recruitment with the new State required minimum qualifications for the Agriculture and Standards Inspector I/II. Motion carried unanimously.
- B. 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 LeDoux and seconded by Costa to approve merit increases for classified employees. Motion carried unanimously.
- C. 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, Health and Human Services, and Library.
 It was moved by Nelson and seconded by Webber to approve the Work out of Class Pay for designated employees.
 Motion carried unanimously.

<u>Note</u>: Commissioner Nelson pointed out for the record that two employees had been receiving Work out of Class pay for a period of 2 years which was a concern.

D. Election of Officers

It was moved by LeDoux and seconded by Nelson that Commissioner John Costa serve as Chair for 2012. It was further moved by Nelson with a second by Webber that Commissioner Ron LeDoux serve as Vice Chair for 2012. Motion carried unanimously.

VII. COMMUNICATIONS

- A. Provisional Appointments None
- B. Report of leaves of absence
- C. Staff Reports and Correspondence
 - Commission Meetings 2011

- 2. Annual Personnel Department Award Amy Pearson
- D. Commissioner's Comments
 - 1. Larry Webber announced his resignation from the Commission.

VIII. ADJOURNMENT @ 5:00 PM

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

The next regular meeting will be on **Monday**, **January 9**, **2012** – Placer County Personnel (Training Room) @ 145 Fulweiler Avenue, Suite 200, Auburn, CA. commencing @ 4:00 PM.

PLACER COUNTY CIVIL SERVICE COMMISSION	
REX CLARK	KELLIE CRAIG
CHAIR	EXECUTIVE SECRETARY