



COUNTY OF PLACER

CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION

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

Monday, January 11, 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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4:30 PM ROLL CALL: Meeting was held at the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, Chairman Nelson 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 Nelson.

- I. CLOSED SESSION REPORT:

Chairman 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

It was moved by Webber and seconded by LeDoux to approve all merit increases, as recommended by the departments, with the exception of two; one denied and one that had been previously denied to be returned in June 2010. Motion carried unanimously.

- II. AGENDA APPROVAL:

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

- III. MINUTES OF PREVIOUS MEETING:
Chairman Nelson approved the minutes as submitted.
- IV. PUBLIC COMMENTS:
None
- V. UNFINISHED BUSINESS
Disciplinary Appeal Hearing Findings
Health and Human Services Department
- VI. NEW BUSINESS:
 - A. CDRA Reorganization / Classification Specification Revisions
It was moved by Clark and seconded by LeDoux that the CDRA Reorganization / Classification Specification Revisions be approved as submitted.
Motion carried unanimously.
 - B. Work Out of Class Extensions
It was moved by LeDoux and seconded by Costa that the work out of class extension requests be approved.
Motion carried unanimously.
- VII. LEAVES OF ABSENCE:
As an information item only, the Commission was advised of the leaves approved by Nancy Nittler, Personnel Director.
- VIII. COMMUNICATIONS:
 - A. Provisional Appointments
None
 - B. Staff Reports and Correspondence
There was a request by Commissioner Nelson that staff consider developing a Work Out of Class template memo for departments to use in preparing their requests. Nancy Nittler reported that a draft WOC template memo is being worked on for the next meeting in February or March.
- IX. ADJOURNMENT
There being nothing further to come before the Commission, it was moved by LeDoux and seconded by Costa to adjourn the meeting.
Motion carried unanimously.

The next regular meeting will be on Monday, February 8, 2010 at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

DON NELSON
CHAIRMAN

KELLIE CRAIG
EXECUTIVE SECRETARY