



# COUNTY OF PLACER

## CIVIL SERVICE COMMISSION

### CIVIL SERVICE COMMISSION

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

**Monday, February 8, 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 3; 2 denied and one denied merit to be returned in June 2010. Motion carried unanimously.

- II. AGENDA APPROVAL:

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

- III. MINUTES OF PREVIOUS MEETING – January 11, 2010  
Chairman Nelson approved the minutes as submitted.
- IV. MINUTES OF PREVIOUS MEETING – November 9, 2009 - Revised  
It was moved by Clark and seconded by Costa to approve the revised minutes.  
Motion carried unanimously.
- V. PUBLIC COMMENTS:  
None
- VI. NEW BUSINESS:
  - A. Classification Specification Revision Request  
It was moved by Costa and seconded by Webber that the Child Support Services classification specification revision request be approved as submitted.  
Motion carried unanimously.
  - B. Retroactive Work Out of Class Request  
Community Development Resource Agency  
It was moved by LeDoux and seconded by Clark that the retroactive work out of class request be approved.  
Motion carried unanimously.
  - C. Work Out of Class Extensions  
It was moved by LeDoux and seconded by Clark 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
    - 1. Work Out of Class Pay Request Memo Format -  
Staff received wording suggestions for consideration.
    - 2. Personnel Department Activities –  
Staff provided an overview of the Personnel Department Core Values and Internal Recognition Program.

IX. ADJOURNMENT

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

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

PLACER COUNTY CIVIL SERVICE COMMISSION

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DON NELSON  
CHAIRMAN

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KELLIE CRAIG  
EXECUTIVE SECRETARY