



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Tuesday – October 14, 2014

MINUTES

4:00 PM Closed Session

4:30 PM Open Session

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

Lori Walsh, Interim Personnel Director
Kellie Craig, Executive Secretary

**Placer County Personnel – Training Room
145 Fulweiler Avenue, Suite 200
Auburn, CA 95603**

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4:00 PM

ROLL CALL

Meeting was held at Placer County Personnel – Training Room
145 Fulweiler Avenue Auburn, CA 95603
Chair Nelson presiding.
Absent – Commissioner Randolph

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE

I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS

- A. Closed Session - Evaluation of performance of various Placer County employees pursuant to Government Code Section 54957.1 and pursuant to Placer County Chapter 3, Code Section 3.04.650.
- B. Closed Session – to consider the appointment of the interim Personnel Director pursuant to Government Code Section 54957.

4:30 PM

OPEN SESSION

FLAG SALUTE

Led by Commissioner LeDoux

I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.1.

Chair Nelson announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Government Code Section: 54957.1 Public Employee Performance Evaluations and selection of Director of Personnel.

The Commission met in closed session and discussed the competitive selection process for the Director of Personnel. A motion was made by **John Costa** and seconded by **Ron LeDoux** and unanimously carried that the Commission move forward to the Board of Supervisors for approval candidate Lori Walsh for appointment to the position of Director of Personnel pursuant to County Code 3.08.060.

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 – September 15, 2014

Chair Nelson approved the minutes as submitted.

IV. PUBLIC COMMENT – None

V. OLD BUSINESS - None

VI. NEW BUSINESS

- A. 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.

B. Sheriff's Office – Class Specification Updates

Approval of the proposed updates to the current class specifications for each of the following:

- Sheriff's Captain
- Sheriff's Lieutenant
- Administrative Legal Supervisor
- Correctional Support Program Manager

It was moved by **LeDoux** and seconded by **Costa** to approve the class specification updates of Sheriff's Captain, Sheriff's Lieutenant, Administrative Legal Supervisor and Correctional Support Program Manager.

Motion Carried Unanimously.

C. Equal Employment Opportunity Program (EEOP) 2015

It was moved by **Costa** and seconded by **LeDoux** to approve the Equal Employment Opportunity Program (EEOP) 2015.

- D. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of **Administrative Services, Health and Human Services & Sheriff's Office**.

It was moved by **Costa** and seconded by **Ward** to approve the Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of Administrative Services and Child Support Services.

Motion Carried Unanimously.

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

- A. Provisional appointment - (1) Probation
- B. Report of leaves of absence
- C. Staff reports and correspondence
 - 1. Introduction of new staff
- D. Commissioner comments

ADJOURNMENT @ 5:30 PM

There being nothing further to come before the Commission, it was moved by **Costa** and seconded by **Ward** to adjourn the meeting.
Motion Carried Unanimously.

The next regular meeting will be on **Monday – November 10, 2014** – Placer County Board of Supervisors Chambers @ 175 Fulweiler Avenue - Auburn, CA 95603 with Closed Session commencing @ 4:00 PM.

PLACER COUNTY CIVIL SERVICE COMMISSION

DON NELSON
CHAIR

KELLIE CRAIG
EXECUTIVE SECRETARY