



# City of Duluth

411 West First Street  
Duluth, Minnesota 55802

## Minutes - Final

### Civil Service Board.

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Tuesday, November 5, 2019

4:45 PM

Council Chambers, Third Floor, City Hall

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Members Present: Joaquim Harris, Shelly Marquardt, Laura Perttula, John Strongitharm (Chair)

HR Staff Present: Theresa Severance (Board Secretary), Robyn Tuominen (HR Generalist)

Others Present: Shawn Krizaj (Fire Chief)

#### 1. ROLL CALL

#### 2. APPROVAL OF MINUTES FROM PREVIOUS MEETING

A. October 1, 2019

This Item was approved unanimously.

B. October 15, 2019 (Special Meeting)

This Item was approved unanimously.

#### 3. UNFINISHED BUSINESS

#### 4. NEW BUSINESS

#### A. REVIEW NEW AND REVISED JOB DESCRIPTIONS

(1) Housing Inspector (revised)

This Item was approved unanimously.

(2) Housing Inspector Leadworker (revised)

This Item was approved 3-1 (Marquardt).

**5. APPEALS**

**6. INFORMATIONAL**

**A. STATUS OF ALL NEW, PENDING, AND COMPLETED JOB AUDITS**

This Item was received.

**B. NON-PUBLIC REVIEW OF ELIGIBLE LISTS**

This Item was received.

**C. ISD 709 – NOTICE OF TERMINATION AND CHARGES FOR REMOVAL**

This Item was received.

**ADJOURNMENT**