

REVISED AGENDA

City of Duluth - Civil Service Board
December 8, 2015 - 4:45 p.m.
City Hall – Conference Room 303

NOTICE: FOR THE HEARING IMPAIRED - A 48-hour advance notice must be given to assure sign language interpreters. Requests may be placed by calling 1-877-456-7589.

Members: Rick Edwards (Chair), Shelly Marquardt, Marshall Stenersen, Beth Tamminen, Renee Van Nett

1. ROLL CALL
2. APPROVAL OF MINUTES FROM PREVIOUS MEETING
 - A. November 17, 2015
3. UNFINISHED BUSINESS
 - A. ISD 709 Administration Proposed Changes to ISD 709 Civil Service Rules
Informational email attached
4. NEW BUSINESS
 - A. REVIEW NEW AND REVISED JOB DESCRIPTIONS
 - (1) Buildings & Grounds Maintenance Supervisor (Revised)
 - (2) Heavy Equipment Operator (Revised)
 - (3) Assistant Warehouse Specialist (New)
 - (4) Manager, Fleet Services (New)
 - B. ELECTION OF 2016 CIVIL SERVICE BOARD OFFICERS
 - (1) President
 - (2) Vice-President
5. APPEALS
6. INFORMATIONAL
 - A. STATUS OF ALL NEW, PENDING, AND COMPLETED JOB AUDITS
 - B. NON-PUBLIC REVIEW OF NEW ELIGIBLE LISTS
 - C. REQUEST FOR LEGAL OPINION FROM MINNESOTA ATTORNEY GENERAL'S OFFICE
 - D. CIVIL SERVICE BOARD TRAINING SESSION AT 2:30-4:30 P.M. ON DECEMBER 8, 2015, IN CITY HALL ROOM 303

NEXT REGULAR MEETING SCHEDULED

January 5, 2016