AGENDA

City of Duluth - Civil Service Board June 3, 2014 - 4:45 p.m. City Hall - Council Chambers

NOTICE: FOR THE HEARING IMPAIRED - A 48-hour advanced notice must be given to

assure sign language interpreters. Requests may be placed by calling

1-877-456-7589.

Members: Rick Edwards (Chair), Michelle Hooey, Portia Johnson, Marshall Stenersen,

Beth Tamminen

- 1. ROLL CALL
- 2. APPROVAL OF MINUTES FROM PREVIOUS MEETING
 - A. May 6, 2014
- 3. <u>UNFINISHED BUSINESS</u>
- 4. <u>NEW BUSINESS</u>
 - A. REVIEW NEW AND REVISED JOB DESCRIPTIONS
 - (1) Executive Assistant Confidential (revised)
 - (2) Executive Assistant (new)
 - (3) Wellness Coordinator (new)
- 5. APPEALS
- 6. INFORMATIONAL
 - A. STATUS OF ALL NEW, PENDING, AND COMPLETED JOB AUDITS
 - B. NON-PUBLIC REVIEW OF NEW ELIGIBLE LISTS

NEXT REGULAR MEETING SCHEDULED

July 1, 2014

Issuance Date: May 28, 2014