

**AGENDA**  
Civil Service Board  
Tuesday, August 4, 2009  
4:45 p.m. - City Council Chambers

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: Portia Johnson, Robert Zallar, Patti Katoski, Michelle Hooey, John Schwetman

1. APPROVAL OF MINUTES
  - A. Minutes of July 7, 2009
  
2. APPROVAL OF ELIGIBLE LISTS
  - A. Customer Service Leadworker (Promo)
  - B. Heavy Equipment Mechanic (Promo)
  
3. APPROVAL OF NEW/REVISED JOB DESCRIPTIONS
  - A. Bid & Contract Assistant (New)
  - B. Budget & Operations Analyst (New)
  - C. Manager, Payroll/Personnel Systems (Revised)
  
4. APPROVAL OF ADVERTISING
  - A. Customer Relations Supervisor (Open)
  - B. Manager, Payroll/Personnel Systems (Promo)
  - C. Police Officer (Open)
  - D. Safety & Training Specialist (Open)
  
5. REQUEST TO REVISE ADVERTISING
  - A. Maintenance Worker (Open & Promo)
  
6. OLD BUSINESS

None
  
7. NEW BUSINESS
  - A. Informational - Notice of Layoffs and Demotions in the Duluth Public Schools
  
8. APPEALS

None
  
9. Next Meeting Scheduled

August 18, 2009