

**MINUTES**  
Civil Service Board  
Tuesday, September 7, 2010  
City Council Chambers  
5:15 p.m. – 5:32 p.m.

Members present: Michelle Hooy, Portia Johnson, John Schwetman, Robert Zallar  
Others present: Kim Hall, Theresa Severance, Cliff Tanner, Lisa Wilson

1. APPROVAL OF MINUTES
  - A. August 3, 2010 – **Approved.**
  
2. APPROVAL OF NEW/REVISED JOB DESCRIPTIONS
  
3. APPROVAL OF ADVERTISING
  - A. Appliance Mechanic Apprentice (Promo) – **Approved.**
  
4. OLD BUSINESS
  
5. NEW BUSINESS
  
6. APPEALS
  
7. APPROVAL OF ELIGIBLE LISTS
  - A. Water Plant Operator "D" (Open) – **Approved.**
  - B. Police Officer (Open) – **Approved.**
  - C. Police Sergeant (Promo) – **Approved.**
  - D. Senior Planner (Promo) – **Approved.**
  
8. NEXT MEETING SCHEDULED
  - A. October 5, 2010

Note: Portia Johnson will be gone next meeting.

There being no further business to come before the Board, the meeting was adjourned at 5:32 p.m.

Respectfully submitted,



Karen Cheetham  
Human Resources