

## Minutes

Civil Service Board

May 3, 2011

4:45 p.m. – 5:15 p.m. - City Council Chambers

Members: Marshall Stenersen, John Schwetman, Robert Zallar

Others Present: Kim Hall, Cliff Tanner, Theresa Severance

1. APPROVAL OF MINUTES

A. April 5, 2011 – **Approved w/revisions**

2. APPROVAL OF NEW/REVISED JOB DESCRIPTIONS

A. ~~Animal Control Officer (Revised)~~ **pulled**

B. Water Plant Operator "D" (Revised) - **Approved**

C. Senior Safety & Training Specialist (New) - **Approved**

D. ~~Water Conveyance Technician (New)~~ **pulled**

E. ~~Water Conveyance Specialist (New)~~ **pulled**

3. APPROVAL OF ADVERTISING

A. Engineering Technician (Open) - **Approved**

B. Fire Marshal (Promo) **replacement - Approved**

C. Housing Inspector (Open) - **Approved**

D. Police Officer (Open) - **Approved**

E. Senior Safety & Training Specialist (Open) – **Approved**

F. Library Supervisor (Promo & Open) - **Approved**

G. MIS Manager (Open) - **Approved**

*Approved 2 to 1 with advertising dates specified (May 20<sup>th</sup> – June 3<sup>rd</sup> 2011). Member Zaller objected to approving the advertising without specifying the pay range.*

4. OLD BUSINESS

A. Job Audit- Police Officer (Investigator)

5. NEW BUSINESS

A.

6. APPEALS

A.

7. APPROVAL OF ELIGIBLE LISTS

A. Trails Coordinator – **Approved**

B. Electrical Inspector - **Approved**

8. NEXT MEETING SCHEDULED

Tuesday, June 7, 2011 @ 4:45 p.m.; City Council Chambers

There being no further business to come before the Board, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Renee' Kessler  
Human Resources

Issuance date:

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