

MINUTES
Civil Service Board
February 12, 2013
4:51 - City Council Chambers

Members Present: John Schwetman (Chair), Rick Edwards (Vice-Chair), Marshall Stenersen

Absent: Michelle Hooley, Portia Johnson,

Other Attendees: Cliff Tanner

Meeting called to order by John Schwetman at 4:51 p.m.

1. ROLL CALL
2. APPROVAL OF MINUTES
 - A. January 16, 2013 -- **approved**
3. APPROVAL OF NEW/REVISED JOB DESCRIPTIONS
 - A. Manager, Fiscal & Management Analysis **revised** to Budget Manager -- **approved**
4. UNFINISHED (OLD) BUSINESS
5. NEW BUSINESS
6. APPEALS
7. INFORMATIONAL
 - A. ISD 709 Termination under Probation -- **received**
 - B. Notice of Layoff **added** -- **received**
8. NEXT MEETING SCHEDULED
Tuesday, March 5, 2013

There being no further business to come before the Board, the meeting was adjourned at 6:22 p.m.

Respectfully submitted,



Leighann Severance