

MINUTES

Civil Service Board

April 5, 2011

4:47 p.m. – 5:28 p.m. City Council Chambers

Members present: John Schwetman, Michelle Hooey, Portia Johnson, Vice Chair Marshall Stenersen, Robert Zallar

Others present: Kim Hall, Secretary; Alison Lutterman, Board Legal Counsel; Mike Silvis; Cliff Tanner

1. APPROVAL OF MINUTES
 - A. March 1, 2011 – **Approved w/correction**
2. APPROVAL OF NEW/REVISED JOB DESCRIPTIONS
 - A. Systems Administrator (new) - **Approved**
3. APPROVAL OF ADVERTISING
 - A. Electrician (Open) - **Approved**
 - B. Employee Benefits Representative (Open) – **Approved w/annualized pay**
 - C. Electrical Inspector (Promo) - **Approved**
 - D. Network Administrator (Open) - **Approved**
4. OLD BUSINESS
 - A. Job Audit- Police Officer (Investigator) – **Remains tabled**
5. NEW BUSINESS
 - A. ISD 709 Notice of Termination – **Received as informational**
 - B. ISD 709 Discipline Notice – **Received as informational**
6. APPEALS
 - A. Maintenance Worker – **Appeal denied**
7. APPROVAL OF ELIGIBLE LISTS - **All approved**
 - A. Fire Captain (Promo) **revised**
 - B. Bridge Operator (Open)
 - C. Maintenance Worker (Open) **revised**
 - D. Park Maintenance Worker (Promo)
 - E. Human Resources Assistant (Open)
8. NEXT MEETING SCHEDULED

Tuesday, May 3, 2011 @ 4:45 p.m.; City Council Chambers

There being no further business to come before the Board, the meeting was adjourned at 5:28 p.m.

Respectfully submitted,

Renee' Kessler
Human Resources