

## MINUTES

City of Duluth - Civil Service Board

May 6, 2014 - 4:45 p.m.

City Council Chambers

Members Present: Rick Edwards (Chairperson), Michelle Hooey, Portia Johnson,  
Beth Tamminen  
Members Absent: Marshall Stenersen  
Legal Present: Steve Hanke (Assistant City Attorney)  
Others Present: Audra Flanagan (Board Secretary)  
Human Resources Staff: Aimee Ott, Theresa Severance  
Kathy Bergen (Manager, Parks & Recreation)

### Regular meeting called to order by Chairperson Edwards at 4:53 p.m.

1. ROLL CALL – **Quorum Present**
2. APPROVAL OF MINUTES
  - A. April 1, 2014 – **Approved**
3. APPROVAL OF NEW/REVISED JOB DESCRIPTIONS
  - A. Manager, Workforce Development (revised) – **Approved**
4. OLD BUSINESS
5. NEW BUSINESS
  - A. Consideration of 2014 calendar year temporary employment period for one individual to exceed 67 days in two separate temporary positions – **Approved**
  - B. Amend Civil Service Board Standing Rules – **Approved**
6. APPEALS
7. INFORMATIONAL
  - A. Report of Audits Pending – **Information Received**
  - B. Report of Eligible Lists Approved – **Reviewed**

### NEXT REGULAR MEETING SCHEDULED

June 3, 2014

There being no further business to come before the board, the meeting was adjourned at 5:25 p.m.

Respectfully submitted,



Aimee Ott

Human Resources Technician