

SPECIAL MEETING MINUTES
City of Duluth - Civil Service Board
July 17, 2015 - 1:00 p.m.
City Hall – Council Chambers

Members Present: Rick Edwards (Chairperson), Shelly Marquardt, Beth Tamminen,
Renee Van Nett
Members Absent: Marshall Stenersen
HR Staff Present: Theresa Severance (Board Secretary), Aimee Ott (Human Resources
Technician), Matt Silverness (Human Resources Generalist)
Others Present:

Special Meeting called to order by Chairperson Edwards at 1:03 p.m.

1. ROLL CALL
2. APPROVAL OF MINUTES FROM PREVIOUS MEETING
3. UNFINISHED BUSINESS
 - A. REVIEW NEW AND REVISED JOB DESCRIPTIONS
 - (1) Manager, Planning & Community Development (New) - **Approved**
4. NEW BUSINESS
5. APPEALS
6. INFORMATIONAL

There being no further business to come before the board, the meeting was adjourned at 1:05 p.m.

Respectfully submitted,



Aimee Ott
Human Resources Technician