



City of Duluth

411 West First Street
Duluth, Minnesota 55802

Minutes - Draft

Civil Service Board.

Wednesday, January 20, 2021

4:00 PM

WebEx

Members Present: Joaquim Harris (Chair), Laura Perttula, John Strongitharm

HR Staff Present: Theresa Severance (Board Secretary), Laura Dahl, Aimee Ott, Matt Silverness

Legal Present: Sara Baldwin

1. ROLL CALL

2. APPROVAL OF MINUTES

2A. November 10, 2020

This Civil Service Board Item was approved.

3. UNFINISHED BUSINESS

4. NEW BUSINESS

4A. REVIEW NEW AND REVISED JOB DESCRIPTIONS

4A(1) Construction Services Information & Communications Specialist (revised, including title change to Information & Communications Specialist)

This Civil Service Board Item was approved.

4A(2) Solid Waste Compliance Officer (revised, including title change to Property & Solid Waste Compliance Officer)

This Civil Service Board Item was approved.

4A(3) Opioid Program Specialist (new)

This Civil Service Board Item was approved.

4A(4) Fleet Services Leadworker (revised)

This Civil Service Board Item was approved.

4A(5) Asset & Supply Specialist (new)

This Civil Service Board Item was approved.

4A(6) Fleet Services Inventory Technician I (new)

This Civil Service Board Item was approved.

4A(7) Fleet Services Inventory Technician II (new)

This Civil Service Board Item was approved.

4B. ELECTION OF OFFICERS

4B(1) Chairperson

Chair Harris was nominated for another term and accepted the nomination.

4B(2) Vice-Chairperson

Vice-Chair Perttula was nominated for another term and accepted the nomination.

5. APPEALS

5A. Project Coordinator candidate

The Project Coordinator appeal was denied by the Board.

6. INFORMATIONAL

6A. STATUS OF ALL NEW, PENDING, AND COMPLETED JOB AUDITS

This Item was received.

6B. NON-PUBLIC REVIEW OF ELIGIBLE LISTS

This Item was received.

6C. NEXT REGULAR MEETING SCHEDULED

7. ADJOURNMENT