



City of Duluth

411 West First Street
Duluth, Minnesota 55802

Minutes - Draft

Civil Service Board.

Tuesday, April 5, 2022

11:00 AM

Webex

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

HR Staff Present: Laura Dahl, Aimee Ott, Matt Silverness (CSB Secretary)

Legal Present: Sara Baldwin

1. ROLL CALL

2. APPROVAL OF MINUTES FROM PREVIOUS MEETING

March 1, 2022

This Civil Service Board Item was approved unanimously.

3. UNFINISHED BUSINESS

4. NEW BUSINESS

4A. REVIEW NEW AND REVISED JOB DESCRIPTIONS

4A(1) Data Release Coordinator (revised)

This Civil Service Board Item was approved unanimously.

4A(2) Master Electrician - Property & Facilities (new)

This Civil Service Board Item was approved unanimously.

4A(3) Park Maintenance Leadworker (new)

This Civil Service Board Item was approved unanimously.

4A(4) Street Maintenance Leadworker (new)

This Civil Service Board Item was approved unanimously.

4A(5) Buyer (revised)

This Civil Service Board Item was approved unanimously.

4A(6) Senior Buyer (revised)

This Civil Service Board Item was approved unanimously.

4A(7) Police Project Coordinator (new)

This Civil Service Board Item was approved unanimously.

4A(8) Electrical Inspector (revised)

This Civil Service Board Item was approved unanimously.

4A(9) Library Safety Specialist (new)

This Civil Service Board Item was approved unanimously.

4A(10) Fire Marshal (revised)

This Civil Service Board Item was approved unanimously.

5. APPEALS

6. INFORMATIONAL

6A. STATUS OF ALL NEW, PENDING, AND COMPLETE AUDITS

This Item was received.

6B. NON-PUBLIC REVIEW OF ELIGIBLE LISTS

This Item was received.

6C. ISD 709 - NOTICE OF PROBATION EXTENSION

This Item was received.

6D. RETURN TO IN-PERSON MEETINGS

This Item was discussed.

7. NEXT REGULAR MEETING SCHEDULED

8. ADJOURNMENT