



City of Duluth

411 West First Street
Duluth, Minnesota 55802

Minutes - Draft

Civil Service Board.

Tuesday, November 10, 2020

4:00 PM

WebEx

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

HR Staff Present: Theresa Severance (Board Secretary), Laura Dahl, Heather DuVal, Aimee Ott

Legal Present: Sara Baldwin, Steve Hanke, Elizabeth Sellers

Others Present: Carla Powers (Manager, Library Services)

Others Present (closed meeting): Mylan Gjessing (Veteran); Jim Filby Williams (Director, Property, Parks, and Libraries); Matt Silverness (HR Generalist)

1. ROLL CALL

2. APPROVAL OF MINUTES FROM PREVIOUS MEETING

2A. September 10, 2020

This Item was approved unanimously.

3. UNFINISHED BUSINESS - None

4. NEW BUSINESS

4A. REVIEW NEW AND REVISED JOB DESCRIPTIONS

4A(1) Lead Paralegal (new)

This Item was approved unanimously.

5. INFORMATIONAL

5A. STATUS OF ALL NEW, PENDING, AND COMPLETED JOB AUDITS - None

There were no Audits to report.

5B. NON-PUBLIC REVIEW OF ELIGIBLE LISTS

This Item was reviewed.

6. APPEALS

The public meeting was adjourned at 4:12 p.m. The meeting reconvened at 4:30 p.m. for a closed Veteran's Hearing pursuant to Minnesota Statutes 13D.05, Subd. 2(b). At that time, Mr. Gjessing appeared and withdrew his appeal, waiving his rights under the Veteran's Preference Act and agreeing that his termination should be final.

6A. DISCHARGE HEARING PURSUANT TO MINNESOTA VETERANS PREFERENCE ACT (VPA), MINN. STAT. 197.46

This matter was withdrawn.

Mr. Gjessing appeared and withdrew his appeal, waiving his rights under the Veteran's Preference Act and agreeing that his termination should be final.

7. ADJOURNMENT