



**CIVIL SERVICE COMMISSION
MEETING AGENDA
Tuesday, August 08, 2023 at 2:00 PM
Commission Chambers - 300 Municipal Drive**

Meetings will be televised on Spectrum Channel 640 and YouTube Streamed on the City's Website.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**

Public participation is encouraged. If you are addressing the Civil Service Commission, step to the podium and state your name and address for the record. Please limit your comments to three (3) minutes and do not include any topic that is on the agenda. Public comment on agenda items will be allowed when they come up.

- 4. HR REPORT**

- A. HR Report

- 5. APPROVAL OF MINUTES**

- A. July 11, 2023, Civil Service Commission Meeting Minutes

- 6. NEW BUSINESS**

- A. Pay Plan for all Classified City Positions (City Charter, Section 5.7, C, 2)
 - B. Classification of all Classified City Positions, based upon the Duties, Authority, and responsibility of each position, with adequate provisions for classification of any position whenever warranted by circumstances (City Charter, Sec. 5.7, C, 1)
 - C. Methods for determining Merits and Fitness of Candidates for Appointment or Promotions (City Charter, Section 5.7, C, 3)

- D. Hours of Work, Attendance Regulation and Provisions for Sick and Vacation Leave (City Charter, Section 5.7, C, 5)
- E. HR Director Position
- F. Employee Satisfaction Surveys
- G. Implementation Process for making sure that all Rules, Regulations and Procedures of the Employee Personnel Policy are working and is followed by everyone (City Charter, 5.7, C, 8)

7. OLD BUSINESS

- A. Ordinance 2023-06, Amendment to Civil Service Commission Rules
- B. Ordinance 2023-07, Whistleblower Ordinance
- C. "Draft" Madeira Beach Personnel Policy 2020

8. NEXT MEETING - To be scheduled

9. ADJOURNMENT

One or more Elected or Appointed Officials may be in attendance.

Any person who decides to appeal any decision of the Civil Service Commission with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the minutes to be transcribed verbatim; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. Per the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation to participate in this meeting should call Clara Vanblargan, City Clerk, at 727-391-9951, ext. 231 or 232, or email written request to cvanblargan@madeirabeachfl.gov.