



CIVIL SERVICE COMMISSION
MEETING AGENDA
Tuesday, July 11, 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 on the agenda. Public comment on agenda items will be allowed when they come up.

4. APPROVAL OF MINUTES

A. 2023-05-30, Civil Service Commission Meeting Minutes

5. HR REPORT

6. OLD BUSINESS

A. "Draft" Personnel Policy - Discussion by Jerry Cantrell, Civil Service Commission Member

7. NEW BUSINESS

A. HR Director Position

B. Pay Plan for all classified City positions (City Charter, Sec. 5.7, C, 2)

C. 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)

D. Employee Satisfaction Surveys

E. Implementation Process for making sure that all rules, regulations and procedures of the Employee Personnel Policy are working and is followed by everyone

8. NEXT MEETING

Next meeting is scheduled for Tuesday, August 8, 2023, at 2:00 p.m.

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. In accordance with 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.