

Agenda
Personnel Review Commission
Regular Meeting

MEETING DATE: TUESDAY, MARCH 12, 2013
TIME: 7:00 p.m.
LOCATION: Municipal Building – Conference Room 208

1. Chairman opens meeting.
2. Review minutes of January 8, 2013 regular meeting and January 22, 2013 special meeting.
3. Public Hearing
4. New Business:
 - A. Review new job description: License Practical Nurse-BOE
 - B. Revised job description – Assistant Superintendent of Sanitation
 - C. Review of proposed changes to the City Attorney job description;
 - D. Review of proposed changes to the Deputy City Attorney job description;
 - E. Review of proposed changes to the Director of Personnel job description.
5. Old Business
 - Deputy Assessor – re-confirm approval of revised job description
6. Position Vacancy Reports
7. Monthly Claims Report
8. Other
9. Adjournment

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