MEETING NOTICE
CIVIL SERVICE COMMISSION

The Civil Service Commission will meet Tuesday, June 4, 2019 at 1:15 p.m. in the MacRae Conference Room, Richard A. Clark Municipal Services Center, 1551 E. Martin Luther King Jr. Parkway, Des Moines, Iowa. The following items are on the agenda:

I. Approval of Agenda

II. Approval of Minutes
   A. Meeting minutes of May 21, 2019

III. Receive and File Notices and Other Communications for Informational Purposes
   A. Revised 2019 Civil Service Commission Meeting Schedule

IV. Old Business Action Items
   A. None

V. New Business Action Items
   A. New Civil Service Job Classifications
      i. Compensation Specialist II
         a. Approve new job classification
         b. Approve entrance recruitment status
         c. Reclassify Linda Harris as Compensation Specialist II
      ii. Employee Benefits Officer
         a. Approve new job classification
         b. Approve entrance recruitment status
         c. Reclassify Lisa Pederson as Employee Benefits Officer
      iii. Human Resources Business Partner
         a. Approve new job classification
         b. Approve entrance recruitment status
         c. Reclassify Amanda Haugen and Allison Lambert as Human Resources Business Partner
      iv. Senior Human Resources Business Partner
         a. Approve new job classification
         b. Approve recruitment status
            i. Initial recruitment as promotional
            ii. Subsequent recruitments as entrance
Examination Reports:
Communications Specialist
Firefighter
Park Planner
Wastewater Operator Specialist

James R. Wells
Human Resources Director

The City of Des Moines is pleased to provide accommodations to disabled individuals or groups and encourages participation in City government. To better serve you, please notify us at least three business days in advance when possible at 515-283-4213 should special accommodations be required.