MEETING NOTICE
CIVIL SERVICE COMMISSION

The Civil Service Commission will meet Tuesday, December 3, 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 November 19, 2019

III. Receive and File Notices and Other Communications for Informational Purposes
   A. Revised 2019/2020 Civil Service Commission Meeting Schedule

IV. Old Business Action Items
   A. In the Matter of the Appeal of Layoffs
      i. Kevin Holzhauser
         a. Response to Motion to Dismiss
         b. Entry of Appearance
         c. Affidavit of Kevin Holzhauser
      ii. Santino Valadez
         a. Response to Motion to Dismiss
         b. Entry of Appearance
         c. Affidavit of Santino Valadez
      iii. Affidavit of Thomas Hayes

V. New Business Action Items
   A. New and Revised Civil Service Job Classifications
      i. HVAC Technician
         a. Approve job title change
         b. Approve revised minimum requirements
         c. Designate to maintain as entrance recruitment status
      ii. Industrial Plant Mechanic
         a. Approve job title change
         b. Approve revised minimum requirements
         c. Designate to maintain as entrance recruitment status
      iii. Wastewater Gas and Power Systems Specialist
         a. Approve new Civil Service job classification
         b. Designate as entrance recruitment status
      iv. Public Works Operations Manager
         a. Approve revised minimum requirements
         b. Designate to maintain as entrance recruitment status
MEETING NOTICE
CIVIL SERVICE COMMISSION

Examination Reports:
None

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.