

CIVIL SERVICE COMMISSION  
MEMORANDUM NO. 21-51

September 2, 2021

MEMO TO: Civil Service Commission

FROM: Penny Rogers, Acting Secretary *Genny Rogers*

SUBJECT: CIVIL SERVICE COMMISSION MEETING

The September meeting of the Civil Service Commission will be held at 11:30 a.m., Tuesday, September 7, 2021, in the Human Resources Department at the Decatur Civic Center. Please notify Human Resources prior to the meeting at 424-2805 to confirm your attendance. Attendees will be required to wear a mask and follow social distancing practices.

- I. Call to order
- II. Roll Call
- III. Appearance of Citizens  
Each citizen speaking will be limited to one appearance of up to 3 minutes.
- IV. Approval of August 3, 2021 Regular Meeting Minutes
- V. Recess to Closed Session to Discuss Personnel Actions
- VI. Return to Open Session
- VII. Unfinished Business
  - A. Final Scores & Eligible Register for Engineering Technician I
  - B. Final Scores & Promotional Register for Engineering Technician III
  - C. Final Scores & Eligible Register for Senior Network Support Specialist
  - D. Final Scores & Eligible Register for Library Assistant – (Half-Time)
- VIII. New Business
  - A. Authorization Request to Approve Job Announcement & Establish Eligible Register for Library Assistant – (Half-Time) Internal
  - B. Authorization Request to Approve Job Announcement & Establish Eligible Register for Library Assistant – Half-Time
  - C. Authorization Request to Approve Job Announcement & Establish Eligible Register for Senior Clerk Typist
  - D. Authorization Request to Approve Job Announcement & Establish Eligible Register for Senior Network Support Specialist

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- E. Authorization Request to Approve Job Announcement & Establish Eligible Register for Fleet Mechanic - Internal
- F. Receiving and Filing of Personnel Actions
- G. Election of Civil Service Officers
- IX. Other Business
- X. Adjournment