

CIVIL SERVICE COMMISSION

MEMORANDUM NO. 22-32

June 02, 2022

MEMO TO: Civil Service Commission

FROM: Penny Rogers, Acting Secretary *Gerry Rogers*

SUBJECT: CIVIL SERVICE COMMISSION MEETING

The June meeting of the Civil Service Commission will be held at 11:30 a.m., June 07, 2022, 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.

- 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 May 03, 2022 Regular Meeting Minutes
- V. Recess to Closed Session under Open Meetings Act 5 ILCS 120/2(c) to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees
- VI. Return to Open Session
- VII. Unfinished Business
 - A. Final Scores & Promotional Register for Equipment Operator
 - B. Final Scores & Eligible Register for Office Support Representative
 - C. Final Scores & Promotional Register for Chief Water Plant Operator
 - D. Receiving and Filing of Personnel Actions from the May 03, 2022 meeting
- VIII. New Business
 - A. Authorization Request to Approve Job Announcement & Establish Eligible Register for Engineering Technician I
 - B. Authorization Request to Approve Job Description for Maintenance Technician I
 - C. Authorization Request to Approve Job Description for Maintenance Technician II
 - D. Authorization Request to Approve Job Description Revision for Housing Rehabilitation Specialist

- E. Receiving and Filing of Personnel Actions from the June 07, 2022 meeting
- IX. Other Business
- X. Adjournment