

## **CIVIL SERVICE COMMISSION FUTURE DISCUSSION ITEMS**

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- A. Department Specific Rules – *review after personnel policy is adopted*
- B. Employee Satisfaction Surveys – *review after personnel policy is adopted*
- C. Separation Survey – *review after personnel policy is adopted*
- D. HR Director Position – *address after personnel policy is adopted*
- E. New Job Descriptions Format - *review after personnel policy adopted*
- F. Offer Letter - *review after personnel policy is adopted*
- G. City’s Appeal Form – *review after personnel policy adopted*
- H. Safety Manual – *review after personnel policy adopted*

### **COMPLETED DISCUSSION ITEMS**

- A. Ordinance 2025-01, New Employee Personnel Handbook – *forwarded to BOC 01-29-2025*
- B. Ordinance 2025-02, Civil Service Commission Rules – *forwarded to BOC 01-29-2025*
- C. Ordinance 2025-03, Special Magistrate Ordinance regarding Grievance Hearings – *forwarded to BOC 01-29-2025*
- D. Implementation Process for making sure that all Rules, Regulations, and Procedures of the Employee Personnel Policy are working and are followed by everyone (City Charter, 5.7, C, 8) - *addressed in Civil Service Commission rules*