

## **ITEMS TO BE SCHEDULED FOR FUTURE DISCUSSIONS**

1. RFP – Classification and Compensation Plan Study – To include an analysis of the current staff positions and their responsibilities; increased efficiency and cross training of personnel to develop teamwork within the departments and within the organization as a whole; a new classification and compensation plan with updated positions descriptions, policies and procedures for future classification action and related management/supervisory training
2. Classification of all Classified City Positions, based upon the Duties, Authority, and responsibility of each position, with adequate provisions for classification of any position whenever warranted by circumstances (City Charter, Sec. 5.7, C, 1)
3. Pay Plan for all Classified City Positions (City Charter, Section 5.7, C, 2)
4. Methods for determining Merits and Fitness of Candidates for Appointment or Promotions (City Charter, Section 5.7, C, 3)
5. Grievance procedures, including procedures for hearing of grievances by Civil Service Commission, which may render advisory opinions based on its findings to the City Manager with a copy to the aggrieved employee. In this respect the Civil Service Commission shall have the power to issue subpoenas to compel attendance by witnesses and to administer oaths (City Charter, Section 5.7, C, 6)
6. Implementation Process for making sure that all Rules, Regulations and Procedures of the Employee Personnel Policy are working and is followed by everyone (City Charter, 5.7, C, 8)
7. Meeting Schedule for Regular Meetings
8. Employee Satisfaction Surveys
9. Department Specific Rules
10. Chair and Vice Chair Appointments in November 2023
11. HR Director Position
12. PowerPoint History Presentation- Civil Service Commission beginning when it was first created by the City of Madeira Beach Voters

### **Definitions**

Advisory Opinions – An advisory opinion is an opinion issued by a court or a commission like an election commission (or a Civil Service Commission) that does not have the effect of adjudicating a specific legal case, but merely advises on the constitutionality or interpretation of a law [Wikipedia]

Recommendation – An official suggestion about the best thing to do to accept/reject a recommendation – recommendation (to somebody) (for/on/about something) The committee made recommendations to the board on teachers' pay and conditions [Oxford Dictionary].