

TO: Personnel Board Members

FROM: Carol A. Hargy, SPHR  
Personnel Officer

DATE: March 18, 2008

SUBJECT: Personnel Board Meeting

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The next scheduled meeting of the Personnel Board will be held on Thursday, March 27, 2008 at 4:00 p.m., in the Connor Library located at 210 Sams Avenue (across street from City Hall). The agenda is as follows. Please review enclosed policy and procedure and be prepared to discuss any recommendations you may have for changes:

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes of Meeting held February 28, 2008
- IV. New Business
  - A. Review changes recommended from last meeting
  - B. Review/revision of Personnel Policies and Procedures (Section IX)
- V. Old Business
- VI. Other Business
- VII. Adjournment