HUMAN RESOURCES MANAGEMENT DEPARTMENT
PERSONNEL BOARD

REGULAR MEETING
THURSDAY, OCTOBER 28, 2004
6:30 P.M.

@ Human Resources Management’s Conference Room
(enter 2nd glass door from North/West corner of building)

AGENDA

1. APPROVAL OF MINUTES:
   a. Regular Meeting of August 26, 2004

2. APPROVAL TO ESTABLISH THE NEW CLASSIFICATION SPECIFICATION OF PARATRANSIT DRIVER LEADWORKER – PARATRANSIT, PUBLIC SERVICES

3. APPROVAL TO RECLASSIFY ONE (1) OFFICE SPECIALIST POSITION TO ADMINISTRATIVE SECRETARY -- PLANNING

4. APPROVAL TO: (A) ESTABLISH THE NEW CLASSIFICATION SPECIFICATION OF PAYROLL SPECIALIST; AND (B) RECLASSIFY ONE (1) OFFICE SPECIALIST POSITION TO THE NEW CLASSIFICATION – POLICE

5. APPROVAL TO ESTABLISH THE NEW CLASSIFICATION SPECIFICATION OF YOUTH SERVICES PROGRAM ASSISTANT – PAL, POLICE

6. APPROVAL TO: (A) ESTABLISH THE NEW CLASSIFICATION SPECIFICATIONS OF AUDITOR, FLEXIBLY STAFFED AUDIT ASSISTANT I/II, SENIOR BUDGET ANALYST AND FLEXIBLY STAFFED BUDGET ANALYST I/II; AND (B) REVISE THE FINANCIAL SERVICES ADMINISTRATOR CLASSIFICATION SPECIFICATION – BUDGET & FINANCIAL SERVICES AGENCY

7. PUBLIC COMMENT