

The logo for the City of Richmond, featuring the word "Richmond" in a bold, italicized serif font, with a stylized graphic element to its right consisting of two curved shapes forming a partial circle.

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HUMAN RESOURCES MANAGEMENT DEPARTMENT

# PERSONNEL BOARD

## REGULAR MEETING THURSDAY, October 27, 2011

4:30 p.m.

@ Human Resources Management's

**Wildcat Canyon**

Conference Room



**3<sup>rd</sup> Floor**

## A G E N D A

1. **APPROVAL TO REVISE/RETITLE THE EXISTING CLASSIFICATIONS OF DUPLICATING/MAIL ASSISTANT AND SENIOR DUPLICATING/MAIL ASSISTANT TO DUPLICATING/MAIL SPECIALIST I/II – FLEXIBLY STAFFED (INFORMATION TECHNOLOGY DEPARTMENT)**
2. PUBLIC COMMENT

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