



Richmond

HUMAN RESOURCES MANAGEMENT DEPARTMENT

PERSONNEL BOARD

REGULAR MEETING
THURSDAY, FEBRUARY 24, 2005
6:30 P.M.

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

A G E N D A

1. APPROVAL OF MINUTES:
 - a. Regular Meeting of August 26, 2004
 - b. Regular Meeting of October 28, 2004
2. ELECTION OF **2005 OFFICERS**
3. APPROVAL TO/OF: (A) ESTABLISH THE **SYSTEMS ADMINISTRATOR** CLASSIFICATION SPECIFICATION AND (B) THE RECLASSIFICATION OF ONE (1) POLICE RECORDS SUPERVISOR TO THE NEW CLASSIFICATION -- POLICE DEPARTMENT
4. APPROVAL TO/OF: (A) ESTABLISH THE **INTERNAL AUDITOR** CLASSIFICATION SPECIFICATION AND (B) REVISIONS TO THE **AUDITOR** AND **AUDIT ASSISTANT I/II** CLASSIFICATION SPECIFICATIONS -- CITY COUNCIL
5. APPROVAL TO ESTABLISH THE **SENIOR BUYER** AND **BUYER I/II** CLASSIFICATION SPECIFICATIONS -- FINANCE DEPARTMENT
6. PUBLIC COMMENT