

**PERSONNEL BOARD AGENDA  
FOR  
October 11, 2016 at 7:00 p.m.  
Room 116**

**NEW BUSINESS:**

- 1 Approval of Minutes for September 6, 2016. (vote required)
- 2 Community Services department discussion
- 3 Review of job description and Organization chart of Community Service Dept.
  - Community Service Director
  - Recreation Director
  - Assistant Director/Business Manager
  - Council On Aging Director
  - Veteran's Agent
  - Administrative Assistant
- 4 Approval of Personnel Action Requests for new hires, rehires, promotions, step increases (vote required)

**CORRESPONDENCE:**