

Agenda
Civil Service Commission
December 7, 2023, 10:00 a.m.
Columbia County Courthouse
Foundation Meeting Room

1. Approve Minutes from September 7, 2023
2. Job Description Review:
 - Legal Secretary – County Counsel
 - Child Support Agent I – District Attorney (New Title)
 - Child Support Agent II – District Attorney (New Title)
 - Corrections Technician – Jail
 - Office Manager – Sheriff’s Office
3. Reclassification Requests:
 - None
4. Review First Level Appeals/Concerns Decided by Chief Examiner:
 - None
5. Report on Prior Quarter’s Recruitments and Hires: Reports attached
6. Other Business:
7. Schedule next meeting: **Next Regular Meeting:** _____, 2023
8. Adjourn.

Civil Service Commission:

Ellen Bailey, Commissioner
Carrie Garcia, Chief Examiner

Merle Pence, Commissioner
Tina Kammerzelt, Secretary

Rene Leland, Commissioner
TBD, DA / Legal Counsel