

Agenda
Civil Service Commission
June 9, 2022, 10:00 a.m.
Columbia County Courthouse
Court Room 310

1. Approve Minutes from March 31, 2021
2. Job Description Review:
 - Data Analyst – Assessor’s Office
 - Assessment Clerk 2 – Assessor’s Office
 - Assessment Clerk 3 – Assessor’s Office
 - Office Manager – Assessor’s Office
 - Emergency Management Specialist – Emergency Management
 - Accounting Services Manager – Finance & Taxation
 - Building Official – Land Development Services
 - Plans Examiner 2 – Land Development Services
 - Building Inspector 1 – Land Development Services
 - Building Inspector 2 – Land Development Services
 - Animal Care Specialist – 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:** September __, 2022
8. Adjourn.

Civil Service Commission:

Ellen Bailey, Commissioner
Carrie Garcia, Chief Examiner

Merle Pence, Commissioner
Tina Kammerzelt, Secretary

Rene Leland, Commissioner
Jeff Auxier, DA / Legal Counsel