

Agenda
Civil Service Commission
October 2, 2025, 10:00 a.m.
John Gumm Building & Civic Center, Community Room
251 Saint Helens Street, St Helens OR 97051

1. Approve Minutes from June 5, 2025
2. Job Description Review:
 - Elections Supervisor – Clerk’s Office
 - Communicable Disease Intervention Specialist – Public Health
 - Community Animal Officer – Sheriff’s Office – New Position
3. Reclassification Requests:
 - Tina Kammerzelt – HR Technician to Administrative Assistant I
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:** _____, 2025
8. Adjourn.

Civil Service Commission:

Ellen Bailey, Commissioner
Carrie Garcia, Chief Examiner

Merle Pence, Commissioner
Tina Kammerzelt, Secretary

Rene Leland, Commissioner
Josh Pond, DA / Legal Counsel