



**THE CITY OF MADEIRA BEACH, FLORIDA
PUBLIC NOTICE**

**CIVIL SERVICE COMMISSION
MEETING AGENDA**

The Civil Service Commission of the City of Madeira Beach, Florida will meet in the Glass Conference Room located at City Hall, 300 Municipal Drive, Madeira Beach, Florida to discuss the agenda items of City Business listed at the time indicated below.

9:00 A.M.

FRIDAY, March 23, 2018

GLASS CONFERENCE ROOM

- 1. ROLL CALL**
- 2. APPROVAL OF MINUTE: February 22, 2018**
- 3. INFORMATION FROM CITY CLERK**
- 4. DISCUSSION BY THE BOARD**
- 5. PUBLIC COMMENT**
Public participation is encouraged. If you are addressing the Commission, step to the podium and state your name and address for the record. Please limit your comments to three (3) minutes.
- 6. ADJOURNMENT**

NOTE: One or more Elected or Appointed Officials may be in attendance.

Any person who decides to appeal any decision of the Civil Service Commission with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the City Clerk to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation in order to participate in this meeting should call 727-391-9951 or fax a written request to 727-399-1131.

One or more Board of Commissioners could be in attendance at the meeting.

Posted March 19, 2018

Minutes
Civil Service Commission
Wednesday, February 22, 2018
City of Madeira Beach City Hall: Shades Conference Room
300 Municipal Drive Madeira Beach, FL 33708

The Civil Service Commission meeting was called to order by City Clerk Clara VanBlargan at 3:02 p.m.

Staff members present: Clara VanBlargan, City Clerk; Andrea Gamble, Deputy Clerk and Walter Pierce, Finance Director

1. Roll Call - Called by Andrea Gamble, Deputy Clerk

- Paul Tilka - YES
- Pam Rasmussen - YES
- John Hendricks – YES

2. Oath of Office

Deputy Clerk Andrea Gamble administered the Oath of Office to the Board members that were present.

3. Appointment of Chair

John Hendricks made a motion to appoint Pam Rasmussen as Chair, Paul Tilka seconded the motion, and all were in favor and a motion was passed.

4. Appointment of Vice-Chair

Pam Rasmussen made a motion to appoint John Hendricks as Vice-Chair, Paul Tilka seconded the motion, and all were in favor and a motion was passed.

5. Information from City Clerk:

City amending the City of Madeira Beach Personnel Policies and Procedures. The committee will work through the handbook in sections moving forward.

6. Discussion by the Board

Civil Service Committee meets to resolve policy and those ideas become ordinances.

7. Public Comment – there was no members of the public present.

The meeting was adjourned at approximately 3:34 p.m.

Pam Rasmussen, Chair

ATTEST:

Clara VanBlargan, Secretary