

**ST. LOUIS COUNTY
CIVIL SERVICE COMMISSION**

Court House
Duluth, Minnesota

The St. Louis County Civil Service Commission met on Monday, July 22, 2019 at 1:30 P.M. in HR Conference Room 2, Ground Floor, Courthouse, Duluth, MN. The meeting was called to order by Ken Butler, Chair.

Members present: Mr. Ken Butler, Chair
Mr. Wayne Marshall, Member

Others present: James Gottschald, Director Human Resources and Administration

1. A motion was made by Wayne Marshall, seconded by Ken Butler to approve the minutes of the June 17, 2019 as submitted.
2. The only item on the agenda under New Business was consideration of the proposed revised St. Louis County Civil Service Rules. Director Gottschald reported that HR Department staff have identified a number of required updates to the Rules in order to conform with the recently revised civil service employment law, §383C.03 et seq, signed by the governor on April 12, 2019. Director Gottschald walked commission members through the redline changes, pointing out updates made to synchronize the Rules to the revised statute and other changes made to the Rules to reflect long standing Human Resources Department practices.

Director Gottschald advised commission members that upon their approval of the proposed revisions to the Civil Service Rules, the next step is to bring to the proposed changes to the County Board of Commissioners for their consideration on August 6, 2019. Mr. Gottschald further advised that the revised employment law must be adopted by the County Board prior to the commencement of the next regular legislative session. There being no questions or concerns regarding

the proposed revisions to the Civil Service Rules, a motion was made by Wayne Marshall, seconded by Ken Butler, to approve the St. Louis County Civil Service Rules as presented. The motion passed by a unanimous vote.

DIRECTOR'S COMMENTS

- Director Gottschald advised the Civil Service Commission that alternate member, Brittany Jacobson, has resigned from her appointment to the Commission. Technically she had never fulfilled her requirement to become a full member as she had not attended any meeting nor taken her required oath. Director Gottschald advised the Commission that Human Resources and the County Auditor has commenced a new search for an alternate member.

There being no further business, the meeting was adjourned.

Respectfully submitted

A handwritten signature in black ink that reads "James R. Gottschald". The signature is written in a cursive, slightly stylized font.

James R. Gottschald
Director of Human Resources and Administration