



DATE: March 27, 2025

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Review the Proposed 2024-2025 Fiscal Year Agenda Planning Calendar

RECOMMENDATION

That the Personnel Commission reviews and receives this report.

DISCUSSION

For the Commission’s consideration, staff recommends the following tentative agenda for the 2024-2025 fiscal year.

Thursday, September 12, 2024
Minutes
FY 2025 Agenda Planning Calendar
Call Taker/Dispatcher
Crime Scene Technician/Crime Scene Specialist
Principal Civil Engineer
Abolish the Communications Supervisor Employment Register (Eligible List)
Abolish the Management Analyst I Employment Register (Eligible List)
Senior Utilities Electrical and Mechanical Operations and Maintenance Leader
Senior Utility Leader
Utility Customer Services Supervisor
FY 2025 Salary and Classification Plan
Recruitment Diversity Report
Thursday, December 12, 2024
Minutes
Call Taker/Dispatcher
Senior Utilities Electrical and Mechanical Operations and Maintenance Leader
Senior Utility Leader
Utility Customer Services Supervisor
Abolish the Equipment Operator Employment Registers (Eligible Lists)
Abolish the Permit Technician I/II Employment Register (Eligible List)

Thursday, December 12, 2024 (continued)
<u>Abolish the Shelter Volunteer Coordinator Employment Register (Eligible List)</u>
FY 2025 Agenda Planning Calendar
FY 2025 Salary and Classification Plan
<u>Nepotism Policy Update</u>
Thursday, March 13, 2025
<u>Presentation – Overview and Training on Consent Calendar Items</u>
FY 2025 Agenda Planning Calendar
Minutes
<u>Call Taker/Dispatcher Classification Family</u>
<u>Fire Services Supervisor</u>
<u>Groundskeeper Series</u>
<u>Senior Utilities Engineer</u>
<u>Abolish the Real Property Manager Employment Register (Eligible List)</u>
FY 2025 Salary and Classification Plan
Thursday, June 12, 2025
FY 2025 Agenda Planning Calendar
Minutes
<u>Accounting Manager</u>
<u>Deputy City Clerk</u>
<u>Hazardous Materials Program Coordinator</u>
<u>Library Operations Manager</u>
FY 2026 Salary and Classification Plan
<u>Vacancy Report</u>
Unscheduled Items:

¹ Staff recommends Strike Out items be removed or rescheduled from previously approved planning calendar

² Staff recommends Underlined items be added (new) or rescheduled from previously approved planning calendar

NEXT STEPS

Upon direction from the Commission, staff will revise the above list and schedule items accordingly for fiscal year 2025.

Prepared by: Candi Jackson, Human Resources Administrative Assistant

Recommended by: Brittney Frye, Director of Human Resources

Approved by:



 Regina Youngblood, Assistant City Manager