
**DEPARTMENT OF HUMAN RESOURCES
INTEROFFICE MEMORANDUM**

TO: ANITA COTTER, CITY CLERK
FROM: SHEILA R. MAERZ, DIRECTOR OF HUMAN RESOURCES
DATE: AUGUST 4, 2016
RE: PERSONNEL BOARD – ADMINISTRATIVE MEETING



Please post the attached notice for public announcement indicating there will be a Personnel Board Administrative Meeting in the 4th floor conference room of the Busch Municipal Building, 840 Boonville Avenue on Thursday, August 11, 2016 beginning promptly at 1:30 p.m.

If you have any questions, please contact me at 864-1600.



**PUBLIC MEETING NOTICE
OF THE
SPRINGFIELD PERSONNEL BOARD**

David Brown
Carey Coonis
Perry Epperly
Shelby Lawhon
Stephen Makoski
Richard Pogue
Gary Stafford
Thomas Whitson

DATE: ***Thursday, August 11, 2016***

TIME: ***1:30 p.m.***

LOCATION: ***Busch Municipal Building, 840 Boonville Avenue
4th Floor Conference Room***

TENTATIVE AGENDA

1. Approval of Meeting Minutes – Administrative Meeting, December 11, 2014
2. 2017 Appeal Hearing & Administrative Meeting Dates/Times/Locations
3. Nomination & Election for Chair & Vice Chair
4. Any and all other matters which fall within the jurisdiction of this Board

Any questions, please contact Sheila Maerz at 864-1600.

In accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk's Office at 864-1443 at least 3 days prior to the scheduled meeting.