

**THE CITY OF ANNAPOLIS**  
**CIVIL SERVICE BOARD MINUTES**

**September 19, 2023**

**MEMBERS PRESENT:** Alvin Collins  
Jennifer Beard  
Leona Tartasky

**STAFF PRESENT:** Tricia Hopkins, Human Resources Manager

A quorum being present and the meeting was called to order at 3:30 pm by Temporary Chair, Alvin Collins.

**ISSUES BEFORE THE BOARD:** Job Descriptions

**OEM Department**

Deputy Director, Emergency Management

**Office of Integrated Technology Solutions**

GIS Technician  
GIS Coordinator  
ITS Web Developer  
ITS Network Engineer  
ITS Administrative Support Analyst  
ITS Analyst  
ITS Specialist

**Job Descriptions were reviewed and approved with no recommended edits from members of the board. The meeting was adjourned at 3:55 pm.**

**FOR THE BOARD:**

*Alvin Collins*

Alvin Collins  
Temporary Chair