



# READ ALL ABOUT US!

## **CIVIL SERVICE BOARD ELECTIONS**

President John F. Kennedy once said, *“My fellow Americans, ask not what your country can do for you -- ask what you can do for your country.”* In this instance, ask not what you can do for your country, but what can you do for your City? If you want to help ensure fairness among City administration and employees on issues pertaining to discipline, grievances, and other personnel matters, then the answer is: ***You can run for a seat on the Civil Service Board!*** The Civil Service Board (the Board) considers a variety of requests from City administration, employees, applicants, and City residents regarding probationary period extensions, employment processes, investigations, grievances, and disciplinary appeals, just to name a few. They endeavor to ensure the fair and consistent application of the Civil Service Rules, and that classified employees are retained based on merit and not political patronage.

The Board consists of five (5) members; two (2) are employees, who are elected by employees with current or previous classified service, and three (3) are appointed by the City Commission as a whole.

So, what requirements must be met if an employee wishes to be elected or appointed to a seat on the Board? In order to be considered for an elected seat, you **must** be a permanent, classified employee, complete and return an Acceptance Form, and have a Petition Form signed by at least ten (10) civil service employees. Both forms must be filed with the City Clerk no later than the date indicated in the “Notice of Election.” You may contact the City Clerk’s Office at (305) 250-5360 to obtain information on elections forms, deadlines, campaigning, etc. You might also get a complete overview of the Elections process by reviewing APM 1-79 on-line by visiting the Labor Relations’ [Citynet](#) site.

Appointed seats are filled generally by non-City employees who are either City of Miami residents or own or operate a business within City of Miami limits. Names are proffered by individual commissioners and confirmed by Commission vote at the time that the election results are ratified.

The Civil Service Board Elections will be held on Thursday, **February 21, 2008** and Friday, **February 22, 2008**. Civil Service Board regular meetings are held every other Tuesday in the City Commission Chambers, 3500 Pan American Drive, beginning at 10:00 AM and on occasion, the Board also convenes for Special meetings. Prior to sitting for their first meeting, all Board Members **must** be sworn-in by the City Clerk’s Office and the Executive Secretary will make arrangements with confirmed members for training/orientation, if applicable. Members are compensated \$3600 annually for their part-time service and they serve a two-year term, with a maximum, in accordance with City Code, of four (4) terms.

**WE HOPE TO SEE YOUR NAME ON THE 2008 BALLOT!**