

**NOTICE TO**  
**ALL REGULAR FULL-TIME EMPLOYEES**  
**CIVIL SERVICE BOARD ELECTION**

The two-year terms of office for the employee-elected members of the Civil Service Board, Dr. Mercy Moore and Dr. Wilhelmina Brown-Mack, expire in April 2019.

AN ELECTION has been scheduled for these upcoming openings on the Civil Service Board, to take place in the Human Resources Department from 8:00 AM to 5:00 PM, on **Monday, March 25, 2019**. The newly elected board members will serve for 2 years.

**REQUEST FOR NOMINATIONS:** Nominations for the above-mentioned election for the Civil Service Board will be accepted in the Human Resources Department, third floor of City Hall, from **WEDNESDAY, March 13, 2019 until 5:30 PM on WEDNESDAY, MARCH 20, 2019. ALL CIVIL SERVICE, REGULAR EMPLOYEES OF THE CITY OF LAUDERHILL,** are eligible to nominate and to vote for candidates in the election for Civil Service Board Members. You are requested and strongly encouraged to submit the name of your preferred candidate for nomination, since this election for the Civil Service Board is considered to be of prime importance so that the Board may be complete and available for the benefit of City employees. Please take note that all nominees must meet the following requirements:

1. No person shall be appointed or serve as a member of the Civil Service Board who is not a citizen of the United States, and who is not a resident and qualified elector of the City. Further, no person can be appointed to or serve on the Board who:
  - (a) is employed by the City of Lauderhill or is in any way an official (elected or appointed) of the City.
  - (b) is employed by a Municipality, County or State Government, or is an elected or appointed official thereof and/or participates as a member of any Civil Service system.
  - (c) is or has been acting in a professional capacity on a Lauderhill political campaign to the extent that within the last twelve (12) months of his/her selection, said individual received total compensation from all sources in excess of \$100.00 ( exclusive reimbursement of expenses) for the services so rendered.
  - (d) is a candidate for political office.

**ELIGIBILITY TO VOTE:** Those employees eligible to vote for Civil Service Board Members are: full-time Civil Service, including Fire Department, Confidential and Managerial employees of the City, but **not including Department Directors, Police Department employees, provisional, probationary, temporary or part-time employees.** You are to use this form, and submit the name(s) of your nominee(s) to fill the current openings on the Civil Service Board, after having determined that the person(s) you are nominating would be eligible for and **willing to serve** as Members of the Board. This form must be returned **to the Human Resources Department no later than 5:30 pm on March 20, 2019.**

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I HEREBY NOMINATE (who states is eligible for and willing to serve)

Name:

*DR. Mercy Moore*

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Submitted by:

*SHARRIN SINCLAIR* *HR*

NAME OF EMPLOYEE

DEPARTMENT

(Return this nomination form to Human Resources Department by **5:30 pm on March 20, 2019.**)

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I HEREBY NOMINATE (who states is eligible for and willing to serve)

Name:

Dr. Wilhelmina Mack

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Submitted by: \_\_\_\_\_

NAME OF EMPLOYEE

HR

DEPARTMENT

(Return this nomination form to Human Resources Department by **5:30 pm on March 20, 2019**.)