

City of Sioux Falls
Civil Service Board
MINUTES

May 6, 2009

Human Resources Conference Room

MEMBERS PRESENT: Hitzemann, Ohme and Moore.

MEMBERS ABSENT: Hinton

STAFF PRESENT: Hannestad, Holsen and O'Toole.

1) The meeting was called to order at 12:15 p.m. on May 6, 2009.

2) **A motion was made by Hitzemann and seconded by Ohme to approve the minutes of the March 4, 2009, meeting.** Motion carried unanimously.

3) **A motion was made by Ohme and seconded by Hitzemann to extend the current eligibility lists for nine months or as requested for the following positions:**

- a. Entrance Eligibility List 3300 Landfill Scale Operator (6 months)
- b. Promo/Transfer Eligibility List 3301 Park Caretaker
- c. Promo/Transfer Eligibility List 3302 Fire Inspector
- d. Entrance Eligibility List 3303 Fire Inspector
- e. Entrance Eligibility List 3304 Library Assistant (3 months)
- f. Entrance Eligibility List 3305 Custodial Worker (3 months)
- g. Entrance Eligibility List 3307 Environmental Technician
- h. Promo/Transfer Eligibility List 3308 Environmental Technician
- i. Entrance Eligibility List 3310 Information Technology Supervisor (6 months)

Motion carried unanimously.

4) **A motion was made by Hitzemann, seconded by Ohme to approve the advertising, eligibility lists and classification plan amendments as set forth in Exhibit A.** Motion carried unanimously.

5) **A motion was made by Ohme, seconded by Hitzemann to order the personnel actions recorded as set forth in Exhibit B.** Motion carried unanimously.

A motion was made by Hitzemann, seconded by Ohme that the Civil Service Board go into Executive Session at 12:22 p.m. A motion was made by Ohme seconded by Hitzemann to come out of the Executive Session at 12:26 p.m.

6) **A motion was made by Hitzemann and seconded by Ohme to order the disciplinary actions as recorded and set forth in Exhibit C.** Motion carried unanimously.

7) **Having no further business, a motion was made by Ohme and Hitzemann seconded to adjourn the meeting.** Motion carried unanimously.

The Board will meet on Wednesday, July 15, 2009, at noon in the Human Resources Conference Room.

Meeting was adjourned at 12:27 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer

Exhibit A – May 6, 2009, CSB Meeting

1. Advertising: Reporting Period – March 2, 2009 – March 16, 2009

Environmental Technician
Information Technology Supervisor

Fire Inspector
Word Processor

2. Eligibility List – Reporting Period – February 23, 2009 – April 10, 2009

3300	ENTRANCE	LANDFILL SCALE OPERATOR	23-May-09
3301	PROMO/TRANS	PARK CARETAKER	25-May-09
3302	PROMO/TRANS	FIRE INSPECTOR	10-Jun-09
3303	ENTRANCE	FIRE INSPECTOR	10-Jun-09
3304	ENTRANCE	LIBRARY ASSISTANT	12-Jun-09
3305	ENTRANCE	CUSTODIAL WORKER	17-Jun-09
3306	ENTRANCE	DENTAL ASSISTANT	18-Jun-09
3307	ENTRANCE	ENVIRONMENTAL TECHNICIAN	2-Jul-09
3308	PROMO/TRANS	ENVIRONMENTAL TECHNICIAN	2-Jul-09
3309	PROMO/TRANS	FINANCIAL ANALYST	3-May-09
3310	ENTRANCE	INFORMATION TECHNOLOGY SUPV	10-Jul-09

Exhibit A Section 3 – May 6, 2009, CSB Meeting

3. Classification Plan Amendments

EO #	Category	Change	Job Title	OCC Code	Scale
09-19	Midmanagement	Add	Desktop Support Supervisor	129	C43

Exhibit B – May 6, 2009

New Hires – Reporting Period 2/23/09 – 4/19/09

Eligibility List #	Name	Classification	Hire Date	MOU
3297	Soldatke, Ryan	Equipment Operator	2/23/2009	33 Street
3293	Renczykowski, James	Park Service Worker	2/23/2009	64 Park
3290	Titus, Bartholomew	Forensic Specialist I	3/2/2009	21 Police
3294	Healy, Jon	Application Support Analyst	3/9/2009	16 Central Services
3293	Hermanson, Jeremy	Park Service Worker	3/9/2009	64 Park
3241	Tjeerdsma, Tyler	Firefighter	4/6/2009	15 Fire
3241	Rieland, Scott	Firefighter	4/6/2009	15 Fire
3241	Orth, Conley	Firefighter	4/6/2009	15 Fire
3241	Wagner, Daniel	Firefighter	4/6/2009	15 Fire
3241	Bosler, William	Firefighter	4/6/2009	15 Fire
3241	Cox, Darin	Firefighter	4/6/2009	15 Fire
3241	Christie, Jeffrey	Firefighter	4/6/2009	15 Fire
3241	Strasser, Nathan	Firefighter	4/6/2009	15 Fire
3306	Hintz, Mary Ellen	Dental Assistant	4/14/2009	18 Health
3304	Dykstra, Karisa	Library Assistant	4/6/2009	28 Library
3300	Gunsheski, Penny	Landfill Scale Operator	4/6/2009	66 Landfill

Exhibit B – May 6, 2009

Off Probation – Entrance Reporting Period – 2/23/09 – 4/19/09

Eligibility List #	Name	Classification	New Hire	MOU	Date Probation Completed
3196	Fraser, Sara	Registered Nurse	2/25/2008	18 Health	2/25/2009
3241	Lacey, William	Fire Fighter	3/10/2008	15 Fire	3/10/2009
3241	Wilson, Michael	Fire Fighter	3/10/2008	15 Fire	3/10/2009
3241	Peterson, Bradley	Fire Fighter	3/10/2008	15 Fire	3/10/2009
3241	Fluit, Nathan	Fire Fighter	3/10/2008	15 Fire	3/10/2009
3241	Kircher, David	Fire Fighter	3/10/2008	15 Fire	3/10/2009
3241	Scherbring, Christopher	Fire Fighter	3/10/2008	15 Fire	3/10/2009
3179	Schmidt, Denise	Library Assistant	3/24/2008	28 Library	3/24/2009
3240	Odden, Elizabeth	Technical Clerk	3/31/2008	14 Engineering	3/31/2009
3240	Kueter, Nicole	Technical Clerk	3/24/2008	21 Police	3/24/2009
3242	Loveland, David	Urban Planner	3/31/2008	25 Planning	3/31/2009
3242	O'Neil, Brent	Urban Planner	3/31/2008	25 Planning	3/31/2009
3247	Christians, Lee	Police Officer	3/31/2008	21 Police	3/31/2009
3247	Dravland, Jonathan	Police Officer	3/31/2008	21 Police	3/31/2009
3247	Bleyenber, Verlyn	Police Officer	3/31/2008	21 Police	3/31/2009
3247	Martyna, Joseph	Police Officer	3/31/2008	21 Police	3/31/2009
3247	Krahn, Jeremy	Police Officer	3/31/2008	21 Police	3/31/2009
3247	Campbell, Chad	Police Officer	3/31/2008	21 Police	3/31/2009
3247	Meyer, Eric	Police Officer	3/31/2008	21 Police	3/31/2009
3247	Brandt, Thomas	Police Officer	3/31/2008	21 Police	3/31/2009
3243	Sargent, Jared	Building Maintenance Worker	4/7/2008	65 Public Parking	4/7/2009
3244	Morrison, Julie	Police Records Clerk	4/8/2008	21 Police	4/8/2009
3243	Jones, John	Building Maintenance Worker	4/7/2008	11 Facilities Mgmt	4/7/2009

Exhibit B – May 6, 2009

Promotions - Reporting Period - 2/23/09 - 4/19/09

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
3299	Klemme, Jon	2/23/2009	Information Technology Supervisor	16 Central Services	Information Technology Mgr.	16 Central Services
3259	Clauson, Michael	2/23/2009	Firefighter	15 Fire	Fire Apparatus Operator	15 Fire
3301	Fries, Michael	3/9/2009	Park Service Worker	64 Park	Park Caretaker	64 Park
3259	Petersen, David	3/9/2009	Firefighter	15 Fire	Fire Apparatus Operator	15 Fire

Off Probation - Promotional Reporting Period – 2/23/09 - 4/19/09

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
3267	Serk, Robert	8/25/2008	Plans Examiner	25 Planning/Bldg Services	Building Inspector	25 Planning/Bldg Services	2/25/09

Transfers - Reporting Period – 2/23/09 – 4/19/09

Eligibility List #	Name	Date Transferred	Former Classification	MOU	New Classification	New MOU
3302	Top, Michael	3/23/2009	Firefighter	15 Fire	Fire Inspector Civilian	15 Fire

Off Probation - Transfers - Reporting Period – 2/23/09 - 4/19/09

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
3270	Hammrich, Jay	9/22/2008	Zoning Enforcement Officer	25 Planning/Bldg Services	Plans Examiner	25 Planning/Bldg Services	3/22/09

Reassignments - Chapter 30/Reclassifications Reporting Period - 2/23/09- 4/19/09

Name	Date	Former Classification	Former MOU	New Classification	New MOU
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None to report.

Exhibit B – May 6, 2009

Resignations - Reporting Period - 2/23/09 – 4/19/09

Name	Date	Hire Date	MOU	Classification	Retirement
Howey, Elizabeth	3-24-09	6-26-00	28 Library	Library Assistant	No
Lorang, David	4-1-09	4-20-87	15 Fire	Fire Captain	No
Nelson, Michael	4-10-09	11-10-80	15 Fire	Fire Captain	Yes
Persing, Terry	4-10-09	4-2-84	21 Police	Police Officer	Yes
Moulton, Loren	4-24-09	4-17-78	33 Street	Equipment Operator	Yes

Resignations/Dismissals within Probation Period Reporting Period – 2/23/09 – 4/19/09

Name	Termination Date	Hire Date	MOU	Classification
Bucklin, James	3-6-09	4-9-08	77 Water Reclamation	Environmental Technician
Danford, Michael	4-17-09	1-5-09	33 Street	Utilities System Worker

Return to Civil Service Reporting Period – 2/23/09 – 4/19/09

Name	Date	Former Classification	New Classification	New MOU
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None to report.