

City of Sioux Falls
Civil Service Board
MINUTES

July 26, 2010

Human Resources Conference Room

MEMBERS PRESENT: Grevlos, Hinton, Hitzemann and Moore

MEMBERS ABSENT: None

STAFF PRESENT: Hannestad, Holsen, O'Toole and Stulken

1) The meeting was called to order at 12:18 p.m. on July 26, 2010.

2) **A motion was made by Hitzemann and seconded by Hinton to approve the minutes of the May 5, 2010, meeting.** Motion carried unanimously.

3) **A motion was made by Hinton and seconded by Grevlos to extend the current eligibility list(s) for nine months or as requested for the following position(s):**

a. Entrance Eligibility List 3367 Line Worker

Motion carried unanimously.

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

A motion was made by Hinton, seconded by Hitzemann that the Civil Service Board go into Executive Session at 12:25 p.m. A motion was made by Hinton, seconded by Hitzemann to come out of the Executive Session at 12:30 p.m.

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

Bill O'Toole notified the board members of pending recommendations to amend the Civil Service Rules regarding police and fire promotional testing, advising that the amendments would likely be brought to the Civil Service Board at the November meeting.

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

The Board will meet on Monday, September 20, 2010, at noon in the Human Resources Conference Room.

Meeting was adjourned at 12:35 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer

Exhibit A – July 26, 2010, CSB Meeting

1. Advertising: Reporting Period – April 26, 2010 – June 7, 2010

Recreation Manager
Risk Specialist
Fire Inspector

Patient Support Technician
Custodial Worker

2. **Eligibility List – Reporting Period – April 26, 2010 – June 7, 2010**

3365	PROMO/TRANS	LEAD WATER SERVICE TECHNICIAN	21-Jul-10
3366	ENTRANCE	TECHNICAL CLERK - HEALTH	22-Jul-10
3367	ENTRANCE	LINE WORKER PATIENT SUPPORT	14-Aug-10
3368	ENTRANCE	TECHNICIAN	26-Aug-10

Exhibit A Section 3 – July 25, 2010, CSB Meeting

3. Classification Plan Amendments

EO #	Category	Change	Job Title	OCC Code	Scale
10-15	Midmanagement	Delete	Fiscal Services Coordinator	084	C42-1
10-15	Midmanagement	Add	Police Application Specialist	105	C42-1
10-15	General	Delete	Engineering Technician/Apprentice	046	B21-2
10-15	General	Delete	Senior Engineering Technician	041	C41-2
10-15	General	Add	Engineering Technician II	041	C41-2
10-16	Fire	Add	Assistant Fire Marshal	208/ 202	890-6
10-16	Fire	Add	Fire Marshal	204/ 205	895-6
10-23	General	Delete	Lead Water Operator (Certified)	726/ 727	B31-2/ B32-2
10-23	General	Add	Lead Water Operator	727	B32-2

Exhibit B – July 26, 2010

New Hires – Reporting Period 4/19/10 – 6/27/10

Eligibility List #	Name	Classification	Hire Date	MOU
3360	Conley, Neilson	Police Officer	4/26/2010	21 Police
3360	Joffer, Jacob	Police Officer	4/26/2010	21 Police
3360	Statema, Benjamin	Police Officer	4/26/2010	21 Police
3360	Reiter, Justin	Police Officer	4/26/2010	21 Police
3360	Harris, Jacob	Police Officer	4/26/2010	21 Police
3360	McMahon, Jonathan	Police Officer	4/26/2010	21 Police
3360	Blankenfeld, Peter	Police Officer	4/26/2010	21 Police
3360	Stahlke, Michael	Police Officer	4/26/2010	21 Police
3360	Syverson, Shawn	Police Officer	4/26/2010	21 Police
3360	Isais, Moses	Police Officer	4/26/2010	21 Police
3360	Warren, Nathan	Police Officer	4/26/2010	21 Police
3357	Studenski, Justin	Park Service Worker	4/19/2010	64 Park
3366	Palen, Pamela	Technical Clerk	5/3/2010	18 Health
3352	Knutson, Dena	Civil Engineer	5/17/2010	14 Engineering
3324	Larsen, Rachel	Dental Hygienist	6/7/2010	18 Health
3314	Wilcox, Bryan	Engineering Technician	6/1/2010	14 Engineering
3352	Peppel, Kurt	Civil Engineer (PE)	6/1/2010	14 Engineering
3363	Jorgenson, Matthew	Crime Lab Manager	6/1/2010	21 Police
3367	Hills, Kyle	Line Worker	6/21/2010	56 Light

Exhibit B – July 26, 2010

Off Probation – Entrance Reporting Period – 4/19/10 – 6/27/10

Eligibility List #	Name	Classification	New Hire	MOU	Date Probation Completed
3304	Mustic, Sabina	Library Assistant	4/20/2009	28 Library	4/20/2010
3310	Haase, Jerald	Info Tech Supervisor	4/20/2009	16 Central Services	4/20/2010
3307	Van De Rostyne, Zachary	Environmental Technician	4/27/2009	77 Water Rec	4/27/2010
3293	Johnson, Joshua	Park Service Worker	5/11/2009	64 Park	5/11/2010
3311	West, Shauna	Word Processor	5/26/2009	21 Police	5/26/2010

Promotions - Reporting Period - 4/19/10 - 6/27/10

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
3361	Top, Michael	4/19/2010	Fire Inspector (civil svc)	15 Fire	Assistant Fire Marshall	15 Fire
3359	Feltman, Jon	4/19/2010	Park Service Worker	64 Park	Park Caretaker	64 Park
3365	Horn, Brian	5/3/2010	Water Service Technician	75 Water Billing	Lead Water Service Tech	75 Water Billing
3330	Mixell, Terry	5/17/2010	Police Sergeant	21 Police	Police Lieutenant	21 Police
3331	Brink, Randall	5/17/2010	Police Officer	21 Police	Police Sergeant	21 Police
3316	Van Reisen, Grant	5/17/2010	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire

Off Probation - Promotional Reporting Period – 4/19/10 - 6/27/10

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
3316	Ward, Kendall	10/19/2009	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	4/19/10
3331	Duprey, John	10/26/2009	Police Officer	21 Police	Police Sergeant	21 Police	5/3/10
3316	Mulder, Wade	11/16/2009	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	5/17/10
3331	Gries, Keith	11/30/2009	Police Officer	21 Police	Police Sergeant	21 Police	5/30/10

Exhibit B – July 26, 2010

Transfers - Reporting Period – 4/19/10 – 6/27/10

Eligibility List #	Name	Date Transferred	Former Classification	MOU	New Classification	New MOU
3358	Sonya Wilson	4/19/2010	Parking Patrol	65 Public Parking	Technical Clerk	33 Street

Off Probation - Transfers - Reporting Period – 4/19/10 - 6/27/10

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
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None to report.

Reassignments - Chapter 30/Reclassifications Reporting Period - 4/19/10- 6/27/10

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Mike Bassing	5/17/2010	Engineering Tech	14 Engineering	Engineering Tech II	14 Engineering
Jan Clary	5/17/2010	Engineering Tech	14 Engineering	Engineering Tech II	14 Engineering
Jeff Wilde	5/17/2010	Engineering Tech	14 Engineering	Engineering Tech II	14 Engineering
Tony Schnetter	5/17/2010	Engineering Tech	14 Engineering	Engineering Tech II	14 Engineering
Brett Lovro	6/14/2010	Civil Engineer	14 Engineering	Civil Engineer (PE)	14 Engineering

Resignations - Reporting Period - 4/19/10 – 6/27/10

Name	Date	Hire Date	MOU	Classification	Retirement
Enstad, Collin	5-7-10	2-13-06	16 Central Services	Risk Specialist	No
Struckman, Chad	5-7-10	9-13-04	64 Park	Recreation Program Specialist	No
Beynon, Jean	5-13-10	4-12-99	21 Police	Police Records Clerk	No
Boschee, Nick	5-14-10	3-20-78	21 Police	Police Lieutenant	Yes
Sterk, Mervin	5-14-10	5-1-73	75 Water Billing	Lead Water Service Technician	Yes
Sundet, Jack	5-21-10	3-28-83	15 Fire	Fire Captain	Yes
Peters, Norma	6-4-10	7-11-94	14 Engineering	Engineering Technician	Yes
Buseman, Judy	6-25-10	6-21-93	18 Health	Public Health Director	Yes

Exhibit B – July 26, 2010

Resignations/Dismissals within Probation Period Reporting Period – 4/19/10 – 6/27/10

Name	Termination Date	Hire Date	MOU	Classification
Woodard, Kurt	4-28-10	6-22-09	77 Water Rec	Custodial Worker

Return to Civil Service Reporting Period – 4/19/10 – 6/27/10

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