

City of Sioux Falls
Civil Service Board
MINUTES

March 10, 2010
Human Resources Conference Room

MEMBERS PRESENT: Hinton, Hitzemann, Moore and Ohme

MEMBERS ABSENT: None

STAFF PRESENT: Hannestad, Holsen and O'Toole

- 1) The meeting was called to order at 12:06 p.m. on March 10, 2010.
- 2) **A motion was made by Hitzemann and seconded by Hinton to approve the minutes of the January 6, 2010, meeting.** Motion carried unanimously.
- 3) **A motion was made by Hinton and seconded by Ohme to extend the current eligibility lists for nine months or as requested for the following positions:**
 - a. Entrance Eligibility List 3350 Application Support AnalystMotion carried unanimously.
- 4) **A motion was made by Ohme, 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 Ohme that the Civil Service Board go into Executive Session at 12:11 p.m. A motion was made by Hitzemann seconded by Hinton to come out of the Executive Session at 12:27 p.m.

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

7) **A motion was made by Ohme and seconded by Hitzemann to approve the 2009 Annual Civil Service Report.** Motion carried unanimously.

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

The Board will meet on Wednesday, May 5, 2010, at noon in the Human Resources Conference Room.

Meeting was adjourned at 12:25 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer

Section A – March 10, 2010, CSB Meeting

1. Advertising: Reporting Period – January 4, 2010 – February 1, 2010

Police Officer
Administrative Assistant
Dental Assistant
Park Service Worker

Civil Engineer
Clinical Lab Aide
Crime Lab Manager

2. **Eligibility List – Reporting Period – January 4, 2010 – February 1, 2010**

3346	PROMO/TRANS	CHIEF ELECTRICAL INSPECTOR	4-Apr-10
3347	PROMO/TRANS	CHIEF PLUMBING INSPECTOR	5-Apr-10
3348	PROMO/TRANS	CHIEF MECHANICAL INSPECTOR	5-Apr-10
3349	ENTRANCE	REGISTERED NURSE	6-Apr-10
3350	ENTRANCE	APPLICATION SUPPORT ANALYST	1-May-10

Exhibit A Section 3 – March 10, 2010, CSB Meeting

3. Classification Plan Amendments

EO #	Category	Change	Job Title	OCC Code	Scale
10-01	Midmanagement	Add	Crime Lab Manager	230	C52-1

Exhibit B – March 10, 2010

New Hires – Reporting Period 12/28/09 – 2/21/10

Eligibility List #	Name	Classification	Hire Date	MOU
3297	Dvorak, Shandy	Equipment Operator	2/8/2010	33 Street
3325	Meile, Sharon	Dental Assistant	2/16/2010	18 Health

Off Probation – Entrance Reporting Period – 12/28/09 – 2/21/10

Eligibility List #	Name	Classification	New Hire	MOU	Date Probation Completed
3283	Bieber, Jason	Zoning Enforcement Officer	12/29/2008	25 Planning/Bldg Services	12/29/2009
3274	Ladonski, Aimee	Sustainability Coordinator	12/29/2008	66 Landfill	12/29/2009
3288	Horn, Justin	Utilities System Worker	1/5/2009	33 Street	1/5/2010
3292	Wilson, Sonya	Parking Patrol	2/2/2009	65 Parking Patrol	2/2/2010
3293	McDonald, Rex	Park Service Worker	2/9/2009	64 Park	2/9/2010

Promotions - Reporting Period - 12/28/09 - 2/21/10

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
3253	Helm, Jeffery	12/28/2009	Fire Captain	15 Fire	Fire Battalion Chief	15 Fire
3345	Schaaf, Benjamin	1/11/2010	Equipment Operator	33 Street	Lead Equipment Operator	33 Street

Exhibit B – March 10, 2010

Off Probation - Promotional Reporting Period – 12/28/09 - 2/21/10

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
3316	Christiaansen, Brian	6/29/2009	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	12/29/09
3316	McAreavey, Matthew	6/29/2009	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	12/29/09
3316	Fessler, Steven	6/29/2009	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	12/29/09
3316	Luther, Nicholas	6/29/2009	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	12/29/09
3259	Menage, Scott	8/10/2009	Firefighter	15 Fire	Fire Apparatus Operator	15 Fire	2/10/10
3259	DeBoer, Clinton	8/10/2009	Firefighter	15 Fire	Fire Apparatus Operator	15 Fire	2/10/10
3316	Ruml, Nathan	8/10/2009	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	2/10/10

Transfers - Reporting Period – 12/28/09 – 2/21/10

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

Off Probation - Transfers - Reporting Period – 12/28/09 - 2/21/10

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

Exhibit B – March 10, 2010

Reassignments - Chapter 30/Reclassifications Reporting Period - 12/28/09- 2/21/10

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Stuessi, Krista	12/28/2009	Accountant	10 Finance	Financial Analyst	10 Finance
Denny, Michael	1/25/2010	Mechanical Inspector	25 Planning/Bldg Services	Chief Mechanical Inspector	25 Planning/Bldg Services
Hood, Donald	1/25/2010	Plumbing Inspector	25 Planning/Bldg Services	Chief Plumbing Inspector	25 Planning/Bldg Services
Fields, Thomas	1/25/2010	Electrical Inspector	25 Planning/Bldg Services	Chief Electrical Inspector	25 Planning/Bldg Services
Ormseth, Erin	2/8/2010	Webmaster	24 Media Services	Programmer Analyst	16 Central Services

Resignations - Reporting Period - 12/28/09 – 2/21/10

Name	Date	Hire Date	MOU	Classification	Retirement
Mixell, Monique	12/31/09	3/28/94	21 Police	Police Records Clerk	No
Schwaegerl, Nicholas	1/6/10	12/8/08	21 Police	Police Officer	No
Gabel, Darrell	1/12/10	5/1/78	77 Water Reclamation	Lead Wastewater Operator	Yes
Lien, Thomas	1/21/10	4/2/84	21 Police	Police Officer	Yes
Tverberg, Barbara	1/22/10	1/9/89	33 Street	Administrative Assistant	Yes
Bisson, Andrew	1/26/10	5/15/06	15 Fire	Fire Fighter	No
McKee Richard	1/29/10	3/4/96	30 Public Works	Environmental Analyst	Yes
Stieben, Ralph	1/29/10	1/21/85	21 Police	Police Officer	Yes
Fluit, William	2/12/10	10/30/78	21 Police	Police Lieutenant	Yes

Exhibit B – March 10, 2010

Resignations/Dismissals within Probation Period Reporting Period – 12/28/09 – 2/21/10

Name	Termination Date	Hire Date	MOU	Classification	Resignation	Dismissal
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None to report.

Return to Civil Service Reporting Period – 12/28/09 – 2/21/10

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