

City of Sioux Falls
Civil Service Board
MINUTES

May 5, 2010

Human Resources Conference Room

MEMBERS PRESENT: Hinton, Hitzemann and Moore

MEMBERS ABSENT: None

STAFF PRESENT: Hannestad and Holsen

- 1) The meeting was called to order at 12:19 p.m. on May 5, 2010.
- 2) **A motion was made by Hitzemann and seconded by Hinton to approve the minutes of the March 10, 2010, meeting.** Motion carried unanimously.
- 3) **A motion was made by Hinton and seconded by Hitzemann to extend the current eligibility lists for nine months for the following positions except for entrance eligibility list 3352 Civil Engineer:**
 - a. Promotional/Transfer Eligibility List 3351 Administrative Assistant
 - b. ~~Entrance Eligibility List 3352 Civil Engineer~~ (extension pulled per staff request)
 - c. Entrance Eligibility List 3354 Dental Assistant
 - d. Entrance Eligibility List 3357 Park Service Worker
 - e. Entrance Eligibility List 3359 Park Caretaker
 - f. Entrance Eligibility List 3363 Crime Lab Manager
 - g. Promotional/Transfer Eligibility List 3364 Crime Lab ManagerMotion carried unanimously.
- 4) **A motion was made by Hitzemann, seconded by Hinton 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 Hinton, seconded by Hitzemann to order the personnel actions recorded as set forth in Exhibit B.** Motion carried unanimously.

6) **A motion was made by Hitzemann and seconded by Hinton 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 Hinton and Hitzemann seconded to adjourn the meeting.** Motion carried unanimously.

The Board will meet on Wednesday, July 14, 2010, at noon in the Human Resources Conference Room.

Meeting was adjourned at 12:28 p.m.

Respectfully submitted by Jane Hannestad, Recording Officer

Exhibit A – May 5, 2010, CSB Meeting

1. Advertising: Reporting Period – March 1, 2010 – April 5, 2010

Technical Clerk	Park Caretaker
Technical Clerk (Health)	Line Worker
Fire Apparatus Operator	

2. Eligibility List – Reporting Period – February 17, 2010 – April 2, 2010

3351	PROMO/TRANS	ADMINISTRATIVE ASSISTANT	5/17/2010
3352	ENTRANCE	CIVIL ENGINEER	5/23/2010
3353	ENTRANCE	FIREFIGHTER	3/22/2011
3354	ENTRANCE	DENTAL ASSISTANT	5/25/2010
3355	PROMO/TRANS	CHIEF BUILDING INSPECTOR	6/19/2010
3356	ENTRANCE	CLINIC/LAB AIDE	6/16/2010
3357	ENTRANCE	PARK SERVICE WORKER	6/17/2010
3358	PROMO/TRANS	TECHNICAL CLERK (STREET/UTILITIES)	6/25/2010
3359	ENTRANCE	PARK CARETAKER	6/30/2010
3360	ENTRANCE	POLICE OFFICER	4/26/2011
3361	PROMO/TRANS	FIRE BATTALION CHIEF-FIRE PREV	3/15/2011
3362	PROMO/TRANS	FIRE BATTALION CHIEF	3/22/2011
3363	ENTRANCE	CRIME LAB MANAGER	7/2/2010
3364	PROMO/TRANS	CRIME LAB MANAGER	7/2/2010

Exhibit A Section 3 – May 5, 2010, CSB Meeting

3. Classification Plan Amendments

EO #	Category	Change	Job Title	OCC Code	Scale
10-07	General	Delete	Laborer	900	A11-2
10-07	General	Add	Laborer	900	A13-2
10-07	General	Delete	Custodial Worker	285	A11-2
10-07	General	Add	Custodial Worker	285	A13-2
10-07	General	Delete	Building Maintenance Worker	283	B21-2
10-07	General	Add	Building Maintenance Worker	283	B22-2
10-07	General	Delete	Lead Building Maintenance Worker	284	B22-2
10-07	General	Add	Lead Building Maintenance Worker	284	B23-2
10-07	General	Delete	Technical Support Specialist	130	B24-2
10-07	General	Add	Technical Support Specialist	130	B25-2
10-07	General	Delete	Vehicle Equipment Service Worker	735	222-2
10-07	General	Add	Vehicle Equipment Service Worker	735	223-2
10-07	General	Delete	Line Worker	523	225C-2
10-07	General	Add	Line Worker	523	342-2 (Steps 6-9)
10-08	Midmanagement	Add	Web Designer	125	C41-1
10-08	General	Delete	Dental Clerk	058	B21-2
10-08	General	Delete	Auditor	118	B32-2
10-10	Midmanagement	Delete	Dental Supervisor	049	C43-1
10-10	Midmanagement	Delete	Webmaster	132	C42-1

Exhibit B – May 5, 2010

New Hires – Reporting Period 2/22/10 – 4/18/10

Eligibility List #	Name	Classification	Hire Date	MOU
3350	Putzier, Corey	Application Support Analyst	2/22/2010	16 Central Services
3349	Hartig, Erin	Registered Nurse	2/22/2010	18 Health
3349	Bly, Megan	Registered Nurse	2/22/2010	18 Health
3350	Johnson, Kelsi	Application Support Analyst	3/8/2010	16 Central Services
3354	Girton, Laura	Dental Assistant	3/29/2010	18 Health
3353	Cory, Johnathan	Firefighter	3/22/2010	15 Fire
3353	Frick, Adam	Firefighter	3/22/2010	15 Fire
3353	Boden, Andrew	Firefighter	3/22/2010	15 Fire
3353	Hoekman, Timothy	Firefighter	3/22/2010	15 Fire
3353	Paszkievicz, Phillip	Firefighter	3/22/2010	15 Fire
3353	Willis, Terry	Firefighter	3/22/2010	15 Fire
3353	Arndt, Nathan	Firefighter	3/22/2010	15 Fire
3353	Bartz, Eric	Firefighter	3/22/2010	15 Fire
3350	Pederson, Andrew	Application Support Analyst	3/29/2010	16 Central Services
3357	Kewley, Thomas	Park Service Worker	4/5/2010	64 Park
3356	Downey, April	Clinic Lab Aide	4/5/2010	18 Health

Exhibit B – May 5, 2010

Off Probation – Entrance Reporting Period – 2/22/10 – 4/18/10

Eligibility List #	Name	Classification	New Hire	MOU	Date Probation Completed
3291	Maddox, Tyler	Laborer	1/26/2009	77 Water Rec	2/26/2010
3297	Soldatke, Ryan	Equipment Operator	2/23/2009	33 Street	2/23/2010
3293	Renczykowski, James	Park Service Worker	2/23/2009	64 Park	2/23/2010
3290	Titus, Bartholomew	Forensic Specialist I	3/2/2009	21 Police	3/2/2010
3294	Healy, Jon	Application Support Analyst	3/9/2009	16 Central Services	3/9/2010
3293	Hermanson, Jeremy	Park Service Worker	3/9/2009	64 Park	3/9/2010
3241	Tjeerdsma, Tyler	Firefighter	4/6/2009	15 Fire	4/6/2010
3241	Rieland, Scott	Firefighter	4/6/2009	15 Fire	4/6/2010
3241	Orth, Conley	Firefighter	4/6/2009	15 Fire	4/6/2010
3241	Wagner, Daniel	Firefighter	4/6/2009	15 Fire	4/6/2010
3241	Bosler, William	Firefighter	4/6/2009	15 Fire	4/6/2010
3241	Cox, Darin	Firefighter	4/6/2009	15 Fire	4/6/2010
3241	Christie, Jeffrey	Firefighter	4/6/2009	15 Fire	4/6/2010
3241	Strasser, Nathan	Firefighter	4/6/2009	15 Fire	4/6/2010
3304	Dykstra, Karisa	Library Assistant	4/6/2009	28 Library	4/6/2010
3300	Gunshefski, Penny	Landfill Scale Operator	4/6/2009	66 Landfill	4/6/2010
3306	Hintz, Maryellen	Dental Assistant	4/14/2009	18 Health	4/14/2010

Promotions - Reporting Period - 2/22/10 - 4/18/10

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
3351	Bianchi, Cathleen	2/22/2010	Technical Clerk	33 Street	Administrative Assistant	33 Street

Off Probation - Promotional Reporting Period – 2/22/10 - 4/18/10

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
3322	Hein, Dan	9/7/2009	Engineering Technician	14 Engineering	Housing Inspector	25 Planning	3/8/10

Exhibit B – May 5, 2010

Transfers - Reporting Period – 2/22/10 – 4/18/10

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

Off Probation - Transfers - Reporting Period – 2/22/10 - 4/18/10

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 - 2/22/10- 4/18/10

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Robert Boe	3/8/2010	Line Worker	56 Light	Line Worker	56 Light
Anthony Wolles	3/8/2010	Line Worker	56 Light	Line Worker	56 Light
Larry VerMulm	3/8/2010	Line Worker	56 Light	Line Worker	56 Light
Carl Mousel	3/8/2010	Line Worker	56 Light	Line Worker	56 Light
Jason Schumacher	3/8/2010	Line Worker	56 Light	Line Worker	56 Light
Kevin Klinkhammer	3/8/2010	Line Worker	56 Light	Line Worker	56 Light
John Robinson	3/8/2010	Line Worker	56 Light	Line Worker	56 Light
Jean Jensen	3/8/2010	Bldg Mntc	11 Facilities Mgmt	Bldg Mntc	11 Facilities Mgmt
Mark Balcer	3/8/2010	Bldg Mntc	11 Facilities Mgmt	Bldg Mntc	11 Facilities Mgmt
Curtis Mundt	3/8/2010	Bldg Mntc	15 Fire	Bldg Mntc	15 Fire
John Jones	3/8/2010	Bldg Mntc	11 Facilities Mgmt	Bldg Mntc	11 Facilities Mgmt
Daniel Drew	3/8/2010	Bldg Mntc	11 Facilities Mgmt	Bldg Mntc	11 Facilities Mgmt
Palmer Thorson	3/8/2010	Bldg Mntc	11 Facilities Mgmt	Bldg Mntc	11 Facilities Mgmt
Allen Waltman	3/8/2010	Bldg Mntc	65 Public Parking	Bldg Mntc	65 Public Parking
Jared Sargent	3/8/2010	Bldg Mntc	65 Public Parking	Bldg Mntc	65 Public Parking

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Howard Gerry	3/8/2010	Ld Bldg Mntc	11 Facilities Mgmt	Ld Bldg Mntc	11 Facilities Mgmt
Tyler Maddox	3/8/2010	Laborer	77 Water Rec	Laborer	77 Water Rec
Russell Braden	3/8/2010	Laborer	75 Water Pur	Laborer	75 Water Pur
Steven Boone	3/8/2010	Laborer	75 Water Pur	Laborer	75 Water Pur
William Koch	3/8/2010	Laborer	77 Water Rec	Laborer	77 Water Rec
Nadezhda Adamyan	3/8/2010	Custodial Worker	21 Police	Custodial Worker	21 Police
John Hedeem	3/8/2010	Custodial Worker	21 Police	Custodial Worker	21 Police
Robert Moulton	3/8/2010	Custodial Worker	21 Police	Custodial Worker	21 Police
Kurt Woodard	3/8/2010	Custodial Worker	77 Water Rec	Custodial Worker	77 Water Rec
Robin Vostad	3/8/2010	Custodial Worker	11 Facilities Mgmt	Custodial Worker	11 Facilities Mgmt
Michael Zitterich	3/8/2010	Custodial Worker	11 Facilities Mgmt	Custodial Worker	11 Facilities Mgmt
Barry Ligtenberg	3/8/2010	Custodial Worker	75 Water Pur	Custodial Worker	75 Water Pur
Chad Holiway	3/8/2010	Tech Spt Spec	16 Central Services	Tech Spt Spec	16 Central Services
Karen Baumberger	3/8/2010	Tech Spt Spec	16 Central Services	Tech Spt Spec	16 Central Services
Chris Kayl	3/8/2010	Tech Spt Spec	16 Central Services	Tech Spt Spec	16 Central Services
Francis Konechne	3/8/2010	Veh Equip Svc Wrkr	51 Fleet	Veh Equip Svc Wrkr	51 Fleet
Joshua Cunningham	3/8/2010	Veh Equip Svc Wrkr	51 Fleet	Veh Equip Svc Wrkr	51 Fleet
Bob Dafoe	3/8/2010	Veh Equip Svc Wrkr	21 Police	Veh Equip Svc Wrkr	21 Police
Mark Toboll	3/8/2010	Webmaster	24 Media Services	Web Designer	24 Media Services
Gary Dean	3/22/2010	Plans Examiner	25 Planning/Bldg Serv	Chief Building Inspector	25 Planning/Bldg Services

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Resignations - Reporting Period - 2/22/10 – 4/18/10

Name	Date	Hire Date	MOU	Classification	Retirement
Hermanson, Barbara	2-26-10	1-20-86	64 Park	Recreation Manager	No
Rowe, David	2-26-10	3-18-91	21 Police	Police Officer	No
Morrison, Julie	3-2-10	4-8-08	21 Police	Police Records Clerk	No
Baker, Clark	3-11-10	8-27-84	21 Police	Police Officer	Yes
Hage, Leif	3-12-10	8-21-00	16 Central Services	Application Support Analyst	No
Dunn, Rodney	4-2-10	8-21-78	64 Park	Park Caretaker	Yes
O'Hara, Charles	4-12-10	3-14-05	15 Fire	Fire Fighter	No

Resignations/Dismissals within Probation Period Reporting Period – 2/22/10 – 4/18/10

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

Return to Civil Service Reporting Period – 2/22/10 – 4/18/10

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