

AGENDA

City of Sioux Falls Civil Service Board

July 19, 2012, Meeting

HUMAN RESOURCES CONFERENCE ROOM

- 1) Call to Order/Roll Call
- 2) Approval of Minutes – May 9, 2012
- 3) Request to Extend the Current Eligibility Lists for Nine Months or as Requested:
 - a. Lead Equipment Operator, Promo/Transfer
 - b. Registered Nurse, Entrance
 - c. Animal Control Officer, Entrance (6 months)
 - d. Equipment Operator, Entrance
 - e. Equipment Operator, Promo/Transfer
- 4) Approve Personnel Actions (Exhibit A)
 - 1 Advertising
 - 2 Eligibility Lists
 - 3 Classification Plan Amendments
- 5) Record Personnel Actions by MOU (Exhibit B)
 - 1 New hires/off probation entrance
 - 2 Promotions/off probation
 - 3 Transfers/off probation
 - 4 Reassignments
 - 5 Separations
- 6) Executive Session to Discuss Personnel Issues (Not for Public Disclosure) – Record Disciplinary Actions by MOU (Exhibit C)
 - 1 Separation
 - 2 Demotion
 - 3 Dismissal
- 7) Adjournment

Exhibit A – July 19, 2012, CSB Meeting

1. Advertising: Reporting Period – April 30, 2012 – June 24, 2012

Animal Control Officer	Wastewater Operator
Fire Protection Engineer	Recreation Program Specialist
Equipment Operator	Water Operator
Police Evidence Technician	Network Security Administrator
Application Support Analyst	Urban Planner
Water Service Technician	

2. Eligibility List – Reporting Period – April 30, 2012 – June 24, 2012

3497	ENTRANCE	FINANCIAL ANALYST	20-Jul-12
3498	ENTRANCE	ENGINEERING TECHNICIAN	18-Jul-12
3499	ENTRANCE	LICENSED PRACTICAL NURSE	25-Jul-12
3500	PROMO/TRANS	LICENSED PRACTICAL NURSE	25-Jul-12
3501	PROMO/TRANS	LEAD EQUIPMENT OPERATOR	1-Aug-12
		LEAD BUILDING MAINTENANCE	
3502	ENTRANCE	WORKER	11-Aug-12
3503	ENTRANCE	APPLICATION SUPPORT ANALYST	15-Aug-12
		ECONOMIC DEVELOPMENT	
3504	ENTRANCE	COORDINATOR	17-Aug-12
		ECONOMIC DEVELOPMENT	
3505	PROMO/TRANS	COORDINATOR	17-Aug-12
3506	ENTRANCE	REGISTERED NURSE	23-Aug-12
3507	ENTRANCE	ANIMAL CONTROL OFFICER	30-Aug-12
3508	ENTRANCE	EQUIPMENT OPERATOR	7-Sep-12
3509	PROMO/TRANS	EQUIPMENT OPERATOR	7-Sep-12
3510	ENTRANCE	RECREATION PROGRAM SPECIALIST	6-Sep-12
3511	ENTRANCE	WASTEWATER OPERATOR	7-Sep-12

Exhibit A Section 3 – July 19, 2012, CSB Meeting

3. Classification Plan Amendments

EO #	Category	Change	Job Title	OCC Code	Scale
12-10	Midmanagement	Delete	Media Services Manager	065	C51-1
12-10	Midmanagement	Add	Multimedia Support Manager	065	C51-1
12-12	General	Add	Police Evidence Technician	111	B22-1
12-13	Appointive	Delete	Chief Assistant City Attorney	103	D63-8
12-13	Midmanagement	Add	Deputy City Attorney	014	D63-1
12-14	General	Delete	GIS Technician	045	B23-2
12-14	General	Add	GIS Specialist	045	C41-2
12-14	Appointive	Delete	Director of Community Development/Public Parking	011	E82-8
12-14	Appointive	Add	Director of Community Development	011	E82-8

EXHIBIT B – JULY 19, 2012

New Hires – Reporting Period 4/30/12 – 6/24/12

Eligibility List #	Name	Classification	Hire Date	MOU
3493	Andersen, Tyler	Wastewater Operator	5/7/2012	77 Water Rec
3498	Larson, Travis	Engineering Technician	5/14/2012	14 Engineering
3491	Maras, Jacob	Civil Engineer	5/14/2012	14 Engineering
3491	Ritter, Nicholas	Civil Engineer	5/14/2012	14 Engineering
3503	Sherman, Brian	Application Support Analyst	5/14/2012	16 Central Services
3498	Kuper, Don	Engineering Technician	5/21/2012	14 Engineering
3487	Person, Lee	Criminal Analyst	5/21/2012	21 Police
3488	Mamboleo, Becky	Clinic Lab Aide	5/29/2012	18 Health
3502	Engelbretson, Eddie	Lead Building Maintenance Worker	6/11/2012	21 Police
3506	O'Connor, Melissa	Registered Nurse	6/11/2012	18 Health

**Off Probation – Entrance
Reporting Period – 4/30/12 – 6/24/12**

Eligibility List #	Name	Classification	New Hire	MOU	Date Probation Completed
3410	Vermillion, Keven	Landfill Scale Operator	5/2/2011	66 Landfill	5/2/2012
3403	Ackerman, Michael	Building Maintenance Worker	5/2/2011	15 Fire	5/2/2012
3391	Mullinix, Amanda	Technical Clerk	5/16/2011	14 Engineering	5/16/2012
3423	Wudel, Daniel	Plumbing Inspector	5/23/2011	25 Planning	5/23/2012
3422	O'Kane, Michael	Laborer	5/16/2011	75 Water Pur	5/16/2012
3418	Steuck, Patricia	Equipment Operator	5/16/2011	33 Street	5/16/2012
3385	Clare, Amy	Library Assistant	5/16/2011	28 Library	5/16/2012
3424	Schulte, Elizabeth	Web Designer	5/31/2011	24 Multimedia Services	5/31/2012

EXHIBIT B – JULY 19, 2012

Promotions - Reporting Period - 4/30/12 – 6/24/12

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
3501	DeSchepper, Matt	5/14/2012	Equipment Operator	33 Street	Lead Equipment Operator	33 Street

**Off Probation - Promotional
Reporting Period – 4/30/12 – 6/24/12**

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
3370	Peterson, Jackson	10/31/2011	Firefighter	15 Fire	Fire Apparatus Operator	15 Fire	4/30/12
3441	Sisson, Justin	11/14/2011	Utilities System Worker	33 Street	Lead Utilities System Worker	33 Street	5/14/12
3466	Garden, Jeffrey	11/14/2011	Police Officer	21 Police	Police Sergeant	21 Police	5/14/12
3370	Cox, Ryan	11/28/2011	Firefighter	15 Fire	Fire Apparatus Operator	15 Fire	5/28/12
3474	Neeves, Daniel	12/12/2011	Library Assistant	28 Library	Library Associate	28 Library	6/12/12

Transfers - Reporting Period – 4/30/12 – 6/24/12

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

Off Probation - Transfers - Reporting Period – 4/30/12 – 6/24/12

Eligibility List #	Name	Date Transferred	Former Classification	MOU	New Classification	New MOU	Date Completed
3469	Trantina, Gail	10/31/2011	Administrative Assistant	75 Water Pur	Technical Clerk	65 Public Parking	4-31-12

EXHIBIT B – JULY 19, 2012

**Reassignments – Chapter 30/Reclassifications
Reporting Period – 4/30/12 – 6/24/12**

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Leonard, Karen	5/28/2012	Assistant City Attorney	6 Attorney	Deputy City Attorney	6 Attorney
Eiesland, Gail	5/28/2012	Chief Assistant City Attorney	6 Attorney	Deputy City Attorney	6 Attorney
Elliot, Margarete	6/11/2012	GIS Technician	14 Eng	GIS Specialist	14 Eng
Anderson, Christopher	6/11/2012	GIS Technician	14 Eng	GIS Specialist	14 Eng
Winterfeld, Bret	6/11/2012	GIS Technician	14 Eng	GIS Specialist	14 Eng

Separations – Reporting Period – 4/30/12 – 6/24/12

Name	Separation Date	Hire Date	MOU	Classification
Ataiyan, Frank	5-4-12	1-5-04	15 Fire	Fire Protection Engineer
Dirks, David	5-11-12	5-16-77	77 Water Rec	Lead Wastewater Operator
Beatty, Philip	5-18-12	10-14-97	21 Police	Animal Control Officer
Karsky, Alissa	5-22-12	9-13-04	64 Park	Recreation Program Specialist
Albers, Paul	5-25-12	3-26-79	21 Police	Police Officer
Heffron, Joseph	6-12-12	1-10-11	66 Landfill	Sustainability Technician
Viet, Douglas	6-13-12	1-23-95	25 Planning/Bldg Services	Electrical Inspector

**Separations within Probation Period
Reporting Period – 4/30/12 – 6/24/12**

Name	Separation Date	Hire Date	MOU	Classification
Hines, Gordon	5-25-12	10-31-11	75 Water Pur	Water Operator
Mews, Jake	6-15-12	7-11-11	75 Water Maint	Water Service Technician
Hubsch, Rebecca	6-21-12	10-17-11	64 Park	Recreation Program Specialist

EXHIBIT B – JULY 19, 2012

**Return to Civil Service
Reporting Period – 4/30/12 – 6/24/12**

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