

AGENDA

City of Sioux Falls Civil Service Board

March 6, 2013, Meeting

HUMAN RESOURCES CONFERENCE ROOM

- 1) Call to Order/Roll Call
- 2) Approval of Minutes – January 9, 2013
- 3) Approve Personnel Actions (Exhibit A)
 - 1 Advertising
 - 2 Eligibility Lists
 - 3 Classification Plan Amendments
- 4) 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
- 5) Executive Session (Not for Public Disclosure) – Record Disciplinary Actions by MOU (Exhibit C)
 - 1 Suspension
 - 2 Demotion
 - 3 Dismissal
- 6) 2012 Annual Civil Service Report
- 7) Adjournment

Exhibit A – March 6, 2013, CSB Meeting

1. Advertising: Reporting Period – December 24, 2012 – February 17, 2013

Electrician	Project Manager
Sustainability Coordinator	System Administrator
Business Specialist	Park Service Worker
Application Development Supervisor	Residue Coordinator
Payroll/Benefits Specialist	

2. Eligibility List – Reporting Period – December 24, 2012 – February 17, 2013

3555	ENTRANCE	ANIMAL CONTROL OFFICER	4-Apr-13
3556	ENTRANCE	SYSTEM ADMINISTRATOR	4-Jan-13
3557	ENTRANCE	PROPERTY MAINTENANCE INSPECTOR	15-Apr-13
3558	PROMO/TRANS	PROPERTY MAINTENANCE INSPECTOR	15-Apr-13
3559	PROMO/TRANS	ELECTRICIAN	8-May-13

Exhibit A Section 3 – March 6, 2013, CSB Meeting

3. Classification Plan Amendments

EO #	Category	Change	Job Title	OCC Code	Scale
13-02	Midmanagement	Delete	Desktop Support Supervisor	129	C43-1
13-02	Midmanagment	Delete	Information Technology Supervisor	138	C51-1
13-02	Midmanagement	Add	Information Technology Support Supervisor	138	C51-1
13-02	Midmanagement	Add	Application Development Supervisor	132	C51-1
13-02	Midmanagement	Delete	Programmer Analyst	134	C43-1
13-02	Midmanagement	Add	Application Development Analyst	134	C43-1
13-02	Midmanagement	Delete	Application Support Analyst	135	C42-1
13-02	Midmanagement	Add	Information Technology Support Analyst	135	C43-1
13-02	General	Delete	Programmer/Advanced	131/ 133	B25-2/ C42-2
13-02	General	Add	Application Programmer	133	C42-2
13-02	Appointed	Delete	Executive Assistant to the Mayor	800	C51-8
13-03	Midmanagement	Delete	Employment Specialist	039	C42-1
13-03	Midmanagement	Add	Human Resources Coordinator	039	C42-1
13-03	Midmanagement	Delete	HRIS/Payroll Specialist	149	C43-1
13-03	Midmanagement	Add	Human Resources Payroll Analyst	149	C43-1
13-03	Classified	Delete	Human Resources Clerk	146	B23-3
13-03	Classified	Add	Human Resources Technician	146	B23-3
13-03	Classified	Delete	Benefits Technician	037	B25-3
13-03	Classified	Add	Payroll/Benefits Specialist	034	B32-3
13-03	General	Add	City Carrier/Library	148	B21-2

EXHIBIT B – March 6, 2013

New Hires – Reporting Period 12/24/12 – 2/17/13

Eligibility List #	Name	Classification	Hire Date	MOU
3552	Weatherly, Lance	Civil Engineer PE	1/14/2013	14 Engineering
3550	Marshall, Cynthia	Recreation Program Coordinator	1/7/2013	64 Park
3551	Linneweber, Jodi	Patient Support Tech	1/7/2013	18 Health
3545	Tripp, Melissa	Billing Specialist	1/7/2013	18 Health
3549	Kulla, Kevin	Utilities System Worker	1/7/2013	75 Water Maint
3486	Light, Jeri	Library Assistant	1/22/2013	28 Library
3486	Neugebauer, Jenna	Library Assistant	1/22/2013	28 Library
3551	Barker, Kelsey	Patient Support Tech	1/22/2013	18 Health
3547	Grode, Chad	Vehicle Equipment Service Worker	1/22/2013	51 Fleet
3508	Gould, Mark	Equipment Operator	2/4/2013	33 Street
3557	Boll, Patrick	Property Maintenance Inspector	2/11/2013	25 Planning/ Bldg Serv
3555	Beach, Trisha	Animal Control Officer	2/11/2013	21 Police

Off Probation – Entrance Reporting Period – 12/24/12 – 2/17/13

Eligibility List #	Name	Classification	New Hire	MOU	Date Probation Completed
3477	Buller, Maureen	Technical Clerk	1/9/2012	14 Engineering	1/9/2013
3479	Knutson, Scott	Engineering Technician	1/9/2012	14 Engineering	1/9/2013
3453	Lewis, Joshua	Utilities System Worker	1/9/2012	75 Water Maint	1/9/2013
3481	Williams, Jeremy	Lead Building Maintenance Mechanic	2/6/2012	11 Facilities Mgmt	2/6/2013
3360	Drummond, Shaun	Police Officer	11/14/2011	21 Police	2/14/2013

EXHIBIT B – March 6, 2013

Promotions - Reporting Period - 12/24/12 – 2/17/13

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
3541	Studenski, Justin	1/7/2013	Park Service Worker	64 Park	Park Caretaker	64 Park
3553	Beckman, Cole	1/21/2013	Mechanic	51 Fleet	Emergency Vehicle Technician	15 Fire
3529	Radack, Zachary	1/21/2013	Vehicle/Equip Service Worker	51 Fleet	Mechanic	51 Fleet

**Off Probation - Promotional
Reporting Period – 12/24/12 – 2/17/13**

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
3512	Anderson, Scot	6/25/2012	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	12/25/12
3512	Boe, Trent	6/25/2012	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	12/25/12
3512	Gramlick, Michael	6/25/2012	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	12/25/12
3512	Irsfeld, Christopher	6/25/2012	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	12/25/12
3512	Donelan, Patrick	6/25/2012	Fire Apparatus Operator	15 Fire	Fire Captain	15 Fire	12/25/12

Transfers - Reporting Period – 12/24/12 – 2/17/13

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

Off Probation - Transfers - Reporting Period – 12/24/12 – 2/17/13

Eligibility List #	Name	Date Transferred	Former Classification	MOU	New Classification	New MOU	Date Completed
	Rensch, Brandi	7/23/2012	Environmental Technician	66 Landfill	Sustainability Technician	66 Landfill	1/23/13

EXHIBIT B – March 6, 2013

**Reassignments – Chapter 30/Reclassifications
Reporting Period – 12/24/12 – 2/17/13**

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Boden, Ann	1/7/2013	Financial Analyst	10 Finance	Business Analyst	10 Finance
Konda, Timothy	1/7/2013	Financial Analyst	10 Finance	Business Analyst	10 Finance
Nelson, Shana	1/7/2013	Financial Analyst	10 Finance	Business Analyst	10 Finance
Stuessi, Krista	1/7/2013	Financial Analyst	10 Finance	Business Analyst	10 Finance
Whitlock, Jennifer	1/7/2013	Financial Analyst	10 Finance	Business Analyst	10 Finance
Siegfried, Clayton	1/21/2013	Desktop Spt Supv	16 Central Services	IT Support Supervisor	16 Central Services
Hage, Leif	1/21/2013	Application Support Analyst	16 Central Services	IT Support Analyst	16 Central Services
Williams, Matthew	1/21/2013	Application Support Analyst	16 Central Services	IT Support Analyst	16 Central Services
Schnaible, Matthew	1/21/2013	Application Support Analyst	16 Central Services	IT Support Analyst	16 Central Services
Sherman, Brian	1/21/2013	Application Support Analyst	16 Central Services	IT Support Analyst	16 Central Services
Bentz, Wade	1/21/2013	Application Support Analyst	16 Central Services	IT Support Analyst	16 Central Services
Putzier, Corey	1/21/2013	Application Support Analyst	16 Central Services	IT Support Analyst	16 Central Services
Ahl, Noel	1/21/2013	Application Support Analyst	16 Central Services	IT Support Analyst	16 Central Services
DeClercq, Larry	1/21/2013	Programmer	16 Central Services	Application Programmer	16 Central Services
Beiswanger, Duane	1/21/2013	Programmer Analyst	16 Central Services	Application Programmer Analyst	16 Central Services
Vo, Leticia	1/21/2013	Programmer Analyst	16 Central Services	Application Programmer Analyst	16 Central Services
Rokusek, Kevin	1/21/2013	Programmer Analyst	16 Central Services	Application Programmer Analyst	16 Central Services

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Ormseth, Erin	1/21/2013	Programmer Analyst	16 Central Services	Application Programmer Analyst	16 Central Services
Gough, Julie	2/4/2013	Benefits Technician	7 Human Resources	Payroll/Benefits Specialist	7 Human Resources
Pottebaum, Kathleen	2/4/2013	Benefits Technician	7 Human Resources	Payroll/Benefits Specialist	7 Human Resources

Separations – Reporting Period – 12/24/12 – 2/17/13

Name	Separation Date	Hire Date	MOU	Classification
Mustic, Sabina	1-4-13	4-20-09	Library	Library Associate
Lerud, Arvid	1-11-13	1-19-93	Fire	Emergency Vehicle Technician
Sprenger, Donna	1-18-13	3-5-01	Health	Billing Specialist
Droge, Ronald	1-22-13	4-11-05	Street	Equipment Operator
Christensen, Michael	2-6-13	4-22-85	Street	Equipment Operator
Drovdal, Anthony	2-6-13	9-2-97	Fire	Fire Captain
Hinckley, Constance	2-6-13	2-17-87	Planning	Administrative Assistant
Lang, Thomas	2-11-13	6-5-95	Water Reclamation	Residue Coordinator

**Separations within Probation Period
Reporting Period – 12/24/12 – 2/17/13**

Name	Separation Date	Hire Date	MOU	Classification
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None to report.

**Return to Civil Service
Reporting Period – 12/24/12 – 2/17/13**

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