

City of Sioux Falls
Civil Service Board
MINUTES

September 13, 2016
Human Resources
Conference Room
12:00 p.m.

MEMBERS PRESENT: Burnley, Carpenter, Hinton – temporary appointee

MEMBERS ABSENT: Hanson

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

- 1) The meeting was called to order at 12:08 p.m. on September 13, 2016.
- 2) **A motion was made by Hinton and seconded by Burnley to approve the minutes of the July 6, 2016, meeting.** Motion carried unanimously.
- 3) **A motion was made by Burnley and seconded by Hinton to extend the current eligibility lists as requested for the following positions:**
 - a. Entrance Eligibility List 3881 Animal Control Officer (9 months)
 - b. Entrance Eligibility List 3886 Recreation Program Specialist (9 months)
 - c. Promo/Transfer Eligibility List 3804 Fire Captain (1 year)
 - d. Entrance Eligibility List 15022000-1 Library Associate (3 months)
 - e. Entrance Eligibility List 12048000-1 Dental Hygienist (9 months)

Motion carried unanimously.
- 4) **A motion was made by Hinton, seconded by Burnley to approve the Personnel Actions as set forth in Exhibit A.** Motion carried unanimously.
- 5) **A motion was made by Burnley, seconded by Hinton to order the personnel actions recorded as set forth in Exhibit B.** Motion carried unanimously.
- 6) **A motion was made by Hinton, seconded by Burnley to approve the revisions to the Civil Service Rules, attached hereto as Exhibit 1.** Motion carried unanimously.

A motion was made by Hinton, seconded by Burnley that the Civil Service Board enter Executive Session to discuss personnel issues at 12:27 p.m. A motion was made by Hinton, seconded by Burnley to exit Executive Session at 12:37 p.m.

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

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

The Board will meet on Wednesday, November 2, 2016, at 12:00 p.m. in the Human Resources Conference Room.

Meeting was adjourned at 12:38 p.m..

Respectfully submitted by Bill O'Toole, Recording Officer

Exhibit A – September 13, 2016, CSB Meeting

a. Advertising: Reporting Period – June 20, 2016 – August 28, 2016

Dental Assistant (2)	Library Associate
Business Technician	Branch Librarian
Landfill Equipment Operator	Human Relations Specialist
Dental Hygienist	Advanced Practice Provider
Civil Engineer/P.E.	Park Service Worker
Sewer Collection Technician	Librarian
Fleet Supervisor	

b. Eligibility List – Reporting Period – June 20, 2016 – August 28, 2016

3878	ENTRANCE	FIREFIGHTER	25-Jul-16
3880	PROMO/TRANS	ELECTRICIAN	28-Jun-16
3881	ENTRANCE	ANIMAL CONTROL OFFICER	29-Jun-16
3882	PROMO/TRANS	LIBRARIAN	29-Jun-16
3885	ENTRANCE	POLICE OFFICER	1-Aug-16
3886	ENTRANCE	RECREATION PROGRAM SPECIALIST	7-Jul-16
3887	PROMO/TRANS	RECREATION PROGRAM SPECIALIST	7-Jul-16
12050000-2	ENTRANCE	DENTAL ASSISTANT	4-Aug-16
15022000-1	ENTRANCE	LIBRARY ASSOCIATE	11-Aug-16
15018000-1	ENTRANCE	BRANCH LIBRARIAN	23-Aug-16
15018000-1A	PROMO/TRANS	BRANCH LIBRARIAN	23-Aug-16
12048000-1	ENTRANCE	DENTAL HYGIENIST	26-Aug-16

c. Classification Plan Amendments

EO #	Category	Change	Job Title	OCC Code	Scale
16-19	General	Add	Business Technician	121	B24
16-20	Classified	Add	Human Relations Specialist	918	B32

EXHIBIT B – September 13, 2016

New Hires – Reporting Period June 20, 2016 – August 28, 2016

Eligibility List #	Name	Classification	Hire Date	MOU
3871	Jackson, Morgan	Fleet Manager	6/27/2016	Fleet
3875	Sage, Ryan	Assistant City Attorney	6/27/2016	Attorney
3876	Folk, Tanner	Water Distribution System Technician	6/27/2016	Water
3878	VanDonkersgoed, Albert	Firefighter	7/25/2016	Fire Rescue
3878	Weisenburger, Zachary	Firefighter	7/25/2016	Fire Rescue
3878	Reinfeld, Joshua	Firefighter	7/25/2016	Fire Rescue
3878	Stancer, Brendan	Firefighter	7/25/2016	Fire Rescue
3878	Hill, Matthew	Firefighter	7/25/2016	Fire Rescue
3885	Hagberg, Zachary	Police Officer	8/1/2016	Police
3885	Curry, Andrew	Police Officer	8/1/2016	Police
3885	Steinberg, Andrew	Police Officer	8/1/2016	Police
3885	Eilers, Nicholas	Police Officer	8/1/2016	Police
3885	Blomgren, Seth	Police Officer	8/1/2016	Police
3885	Mears, Erin	Police Officer	8/1/2016	Police
3885	Harwood, Michelle	Police Officer	8/1/2016	Police
3885	Meier, Seth	Police Officer	8/1/2016	Police
3885	Fiegen, Benjamin	Police Officer	8/1/2016	Police
3885	Archer, Brent	Police Officer	8/1/2016	Police
3885	Smith II, Richard	Police Officer	8/1/2016	Police
3885	Mattson, Rachel	Police Officer	8/1/2016	Police
3885	Acquazzino, Patrick	Police Officer	8/1/2016	Police
3881	Jenkins, James	Animal Control Officer	8/1/2016	Police
12050000-2	Thompson, Jessalee	Dental Assistant	8/15/2016	Public Health

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Off Probation – Entrance Reporting Period June 20, 2016 – August 28, 2016

Eligibility List #	Name	Classification	Hire Date	MOU	Date Probation Completed
3766	Thomas, John	Laborer	6/22/2015	Water Reclamation	6/22/2016
3768	Yousef, Raed	Civil Engineer	6/22/2015	Engineering	6/22/2016
3762	Walter, Patricia	Animal Control Officer	6/29/2015	Police	6/29/2016
3768	Posten, Dustin	Civil Engineer	6/29/2015	Engineering	6/29/2016
3778	Boyum, Zachary	Police Officer	7/6/2015	Police	7/6/2016
3778	Jensen, Aaron	Police Officer	7/6/2015	Police	7/6/2016
3778	Nolz, Zachary	Police Officer	7/6/2015	Police	7/6/2016
3777	Siemonsma, Andrew	Maintenance Mechanic	7/6/2015	Water Reclamation	7/6/2016
3728	Uithoven, Rodney	Traffic Sign Tech	7/13/2015	Engineering	7/13/2016
3777	Hoing, John	Maintenance Mechanic	7/20/2015	Water Reclamation	7/20/2016
3773	Larsen, Daniel	IT Infrastructure Manager	7/20/2015	Technology	7/20/2016
3782	Reuer, Lindsay	Library Associate	7/20/2015	Library	7/20/2016
3702	King, Neil	Building Inspector	7/27/2015	Urban Management	7/27/2016
3756	Mergen, Leah	Advanced Practice Provider	8/3/2015	Public Health	8/3/2016
3782	Norris, Ashley	Library Associate	8/3/2015	Library	8/3/2016
3789	Smidt, Luke	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Fischer, John	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Evertse, Mitchell	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Buys, Nathan	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Milner, Cameron	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Sanders, Jonathan	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Kaffar, Patrick	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Jacobsen, Jordan	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Murphy, Neal	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Ashley, Matthew	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3789	Hultgren, Eric	Firefighter	8/3/2015	Fire Rescue	8/3/2016
3782	Beahler, Sara	Library Associate	8/3/2015	Library	8/3/2016
3785	Claussen Jr, John	Zoning Enforcement Officer	8/3/2015	Urban Management	8/3/2016
3771	Waples, Shawn	Network Administrator	8/10/2015	Technology	8/10/2016
3779	DeJong, Julie	Animal Control Supervisor	8/10/2015	Police	8/10/2016
3782	Meister, Chelsea	Library Associate	8/10/2015	Library	8/10/2016

EXHIBIT B – September 13, 2016

Promotions - Reporting Period June 20, 2016 – August 28, 2016

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
3874	Johnathan Cory	6/20/2016	Firefighter	Fire Rescue	Fire Apparatus Operator	Fire Rescue
3804	Michael Their	6/20/2016	Fire Apparatus Operator	Fire Rescue	Fire Captain	Fire Rescue
3880	Jonathan Nelson	7/4/2016	Maintenance Mechanic	Water	Electrician	Water
3882	Jenna Neugebauer	7/4/2016	Library Associate	Library	Librarian	Library
3837	Joshua Lewis	7/18/2016	Water Distribution System Technician	Water	Maintenance Mechanic	Water
3887	Nicholas Brady	8/1/2016	Park Service Worker	Parks & Recreation	Recreation Program Specialist	Parks & Recreation
3877	Rollin Tiggelaar	8/15/2016	Water Service Technician	Water	Water Distribution System Technician	Water

Off Probation - Promotional Reporting Period June 20, 2016 – August 28, 2016

Eligibility List #	Name	Date Promoted	Former Classification	Former MOU	New Classification	New MOU	Date Completed
3882	Tyler Wolf	1/4/2016	Park Service Worker	Parks & Recreation	Park Caretaker	Parks & Recreation	7/4/2016
3822	Logan Ward	1/4/2016	Park Service Worker	Parks & Recreation	Park Caretaker	Parks & Recreation	7/4/2016
3841	Bryan Runge	1/18/2016	Sewer Collection Technician	Water Reclamation	Lead Equipment Operator	Water Reclamation	7/18/2016
3836	Chase Vessells	1/18/2016	Traffic Sign Technician	Engineering	Traffic Signal Technician	Engineering	7/18/2016
3846	John Thomas	2/1/2016	Laborer	Water Reclamation	Sewer Collection Technician	Water Reclamation	8/1/2016
3807	Thomas Schmitz	2/1/2016	Police Officer	Police	Police Sergeant	Police	8/1/2016
3793	Tyler Tjeerdsma	2/1/2016	Firefighter	Fire Rescue	Fire Inspector	Fire Rescue	8/1/2016
3317	Paul Smedsrud	2/15/2016	Police Officer	Police	Police Sergeant	Police	8/15/2016

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Transfers - Reporting Period June 20, 2016 – August 28, 2016

Eligibility List #	Name	Date Transferred	Former Classification	Former MOU	New Classification	New MOU

None to report.

Off Probation - Transfers - Reporting Period June 20, 2016 – August 28, 2016

Eligibility List #	Name	Date Transferred	Former Classification	Former MOU	New Classification	New MOU	Date Completed
3827	Chris Fleming	12/21/2015	Lead Equipment Operator	Water Reclamation	Lead Sewer Collection Technician	Water Reclamation	6/21/2016

Reassignments – Chapter 39/Reclassifications Reporting Period June 20, 2016 – August 28, 2016

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Rita Munro	7/18/16	Accounting Technician	Finance	Business Technician	Finance
Jeffrey Flaten	8/15/16	Equipment Repair Supervisor	Fleet Revolving	Fleet Supervisor	Fleet Revolving

Separations – Reporting Period June 20, 2016 – August 28, 2016

Name	Separation Date	Hire Date	MOU	Classification
Christie, Jeffrey	7/5/16	4/6/09	Fire Rescue	Firefighter
Buus, Jeff	8/2/16	10/11/05	Water Reclamation	Sewer Collection Technician
Pankonin, Sara	8/8/16	3/16/15	Engineering	Civil Engineer PE
Kneip, Patrick	8/12/16	8/15/88	Police	Police Officer
Larsen, Rachel	8/23/16	6/7/10	Public Health	Dental Hygienist
Hippen, Ricky	8/26/16	3/6/89	Sanitary Landfill	Landfill Equipment Operator

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Separations within Probation Period Reporting Period June 20, 2016 – August 28, 2016

Name	Separation Date	Hire Date	MOU	Classification
Blando, Mark	7/25/16	7/27/15	Library	Branch Librarian
Luke, Ashton	8/3/16	7/27/15	Police	Police Officer
Reinfeld, Joshua	8/17/16	7/25/16	Fire Rescue	Firefighter
Von Holtum, Jeffrey	8/18/16	10/26/15	Parks & Recreation	Park Supply Specialist
Glista, Adam	8/21/16	10/13/15	Police	Police Officer
Acquazzino, Patrick	8/22/16	8/1/16	Police	Police Officer

Return to Civil Service Reporting Period June 20, 2016 – August 28, 2016

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