

City of Sioux Falls
Civil Service Board
MINUTES

March 1, 2017
Human Resources
Conference Room
12:00 p.m.

MEMBERS PRESENT: Hanson, Elbers, Burnley

MEMBERS ABSENT: Carpenter

STAFF PRESENT: Hannestad, O'Toole, Holsen

- 1) The meeting was called to order at 12:20 p.m. on March 1, 2017.
- 2) **A motion was made by Burnley, seconded by Elbers to approve the minutes of the January 4, 2017 meeting.** Motion carried unanimously.
- 3) **A motion was made by Burnley, seconded by Elbers to approve the minutes of the January 23, 2017 appeal hearing.** Motion carried unanimously.
- 4) **A motion was made by Burnley, seconded by Elbers to approve the written decision dated January 24, 2017, affirming discharge in the matter of the appeal of Kevin Knoll.** Motion carried unanimously.
- 5) **A motion was made by Burnley, seconded by Elbers to approve the Findings of Fact and Conclusions of Law and Order in the matter of the appeal of Kevin Knoll.** Motion carried unanimously.
- 6) **A motion was made by Elbers, seconded by Burnley to approve the 2016 Civil Service Annual Report.** Motion carried unanimously.
- 7) **A motion was made by Burnley, seconded by Elbers to approve the Personnel Actions as set forth in Exhibit A.** Motion carried unanimously.
- 8) **A motion was made by Elbers, seconded by Burnley to order the personnel actions recorded as set forth in Exhibit B.** Motion carried unanimously.

9) **A motion was made by Elbers, seconded by Burnley to extend the current eligibility lists as requested for the following positions:**

a. Entrance Eligibility List 6283000-1 Building Maintenance Worker (9 months)

Motion carried unanimously.

A motion was made by Burnley, seconded by Elbers that the Civil Service Board enter Executive Session to discuss personnel issues at 12:42 p.m.

Motion carried unanimously. **A motion was made by Burnley, seconded by Elbers to exit Executive Session at 12:50 p.m.** Motion carried unanimously.

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

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

The Board will meet on Wednesday, May 3, 2017, at 12:00 p.m. in the Human Resources Conference Room.

Meeting was adjourned at 12:50 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer

Exhibit A – March 1, 2017, CSB Meeting

a. Advertising: Reporting Period – January 2, 2017 – February 26, 2017

Laborer	Engineering Technician
Building Maintenance Worker	Sewer Collection Technician
Plans Examiner (2)	Landfill Scale Operator
Information Security Administrator	Dental Assistant
Police Evidence Technician	Police Officer

b. Eligibility List – Reporting Period – January 2, 2017 – February 26, 2017

23572000-1A	PROMO/TRANS	LEAD SEWER COLLECTION TECHNICIAN	9-Jan-17
21743000-1A	PROMO/TRANS	LEAD LANDFILL SCALE OPERATOR	11-Jan-17
23900000-1	ENTRANCE	LABORER	27-Jan-17
6283000-1	ENTRANCE	BUILDNG MAINTENANCE WORKER	30-Jan-17
10228000-11	ENTRANCE	POLICE OFFICER	13-Feb-17
23570000-2	ENTRANCE	SEWER COLLECTION TECHNICIAN	7-Feb-17
16500000-2	ENTRANCE	PLANS EXAMINER	9-Feb-17
52010000-1	ENTRANCE	ENGINEERING TECHNICIAN	9-Feb-17

c. Classification Plan Amendments

EO #	Category	Change	Job Title	OCC Code	Scale
17-03	Midmanagement	Delete	Street and Fleet Operations Manager	550	463
17-03	Midmanagement	Add	Street Operations Manager	550	463

EXHIBIT B – March 1, 2017

New Hires – Reporting Period January 2, 2017 – February 26, 2017

Eligibility List #	Name	Classification	Hire Date	MOU
16410000-1	Fickbohm, Cory	Permit Technician	1/3/2017	Urban Management
22576000-1	Cooper, Stefan	Controls Technician	1/3/2017	Water
3102000-1	Woolam, Bonnie	Paralegal	1/3/2017	Attorney
12046000-1	Piacentino, Kelly	Dental Services Manager	1/3/2017	Public Health
5050000-1	Goldammer, Shellie	Business Technician	1/3/2017	Finance
16410000-1	Borah, Michael (Chet)	Permit Technician	1/3/2017	Urban Management
5095000-3	Papke, Cody	Chief Accountant	1/17/2017	Finance
15018000-2	Hall, Sharon	Branch Librarian	1/23/2017	Library
1022800-1i	Nielsen, Shawn	Police Officer	2/13/2017	Police
1022800-1i	Simon, Jeremy	Police Officer	2/13/2017	Police
1022800-1i	Van Gerpen Jr, Jeffrey	Police Officer	2/13/2017	Police
1022800-1i	Horn Jr, Richard	Police Officer	2/13/2017	Police
1022800-1i	Vander Ploeg, Daniel	Police Officer	2/13/2017	Police
1022800-1i	Jacobs, Melinda	Police Officer	2/13/2017	Police
3863	Stroud, Aaron	Electrical Inspector	2/13/2017	Urban Management

Off Probation – Entrance Reporting Period January 2, 2017 – February 26, 2017

Eligibility List #	Name	Classification	Hire Date	MOU	Date Probation Completed
3829	Machmiller, Tammy	Dental Hygienist	1/4/2016	Health	1/4/2017
3826	Vastenhout, Kayla	Forensic Specialist	1/11/2016	Police	1/11/2017
3809	Feenstra, Austin	Police Officer	10/13/2015	Police	1/13/2017
3809	Leacraft, Nelson	Police Officer	10/13/2015	Police	1/13/2017
3809	Erickson, Benjamin	Police Officer	10/13/2015	Police	1/13/2017
3809	Koester, Austin	Police Officer	10/13/2015	Police	1/13/2017
3809	Schauer, Luke	Police Officer	10/13/2015	Police	1/13/2017
3809	Hildebrand, Scott	Police Officer	10/13/2015	Police	1/13/2017
3809	McKee, Alexis	Police Officer	10/13/2015	Police	1/13/2017
3832	Fitzgerald, Keith	Wastewater Operator	1/18/2016	Water Reclamation	1/18/2017
3828	Smith, Thomas	Police Evidence Technician	1/19/2016	Police	1/19/2017
3830	Haviland, Harlan	Parking Equipment Service Technician	1/25/2016	Public Parking	1/25/2017
3844	Simpson-Halajian, Carrie	Library Associate	2/1/2016	Library	2/1/2017
3834	Martin, Katrina	Police Records Clerk	2/8/2016	Police	2/8/2017
3839	Boulhan, Liban	Custodial Worker	2/8/2016	Facilities	2/8/2017
3845	Eade, Jeremy	Water Distribution System Technician	2/16/2016	Water	2/16/2017
3843	Blain, Justin	Plumbing Inspector	2/16/2016	Urban Management	2/16/2017
3847	Engelmann, Matthew	Sewer Collection Technician	2/16/2016	Water Reclamation	2/16/2017

EXHIBIT B – March 1, 2017

3847	Gacke, Ethan	Sewer Collection Technician	2/16/2016	Water Reclamation	2/16/2017
3845	Christensen, Justin	Water Distribution System Technician	2/22/2016	Water	2/22/2017
3849	Cazer, Tallon	Civil Engineer	2/22/2016	Engineering	2/22/2017

Promotions - Reporting Period January 2, 2017 – February 26, 2017

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
3804	Mortensen, Bo	1/16/2017	Fire Apparatus Operator	Fire Rescue	Fire Captain	Fire Rescue
3874	Fluit, Nathan	1/16/2017	Firefighter	Fire Rescue	Fire Apparatus Operator	Fire Rescue
23572000-1	Dykstra, Doug	1/16/2017	Sewer Collection Technician	Water Reclamation	Lead Sewer Collection Technician	Water Reclamation
	Elsinger, Dawnette	1/30/2017	Landfill Scale Operator	Landfill	Lead Landfill Scale Operator	Landfill
16079000-1A	Warrington, Richard	2/13/2017	Plans Examiner	Urban Management	Chief Building Services Official	Urban Management

Off Probation - Promotional Reporting Period January 2, 2017 – February 26, 2017

Eligibility List #	Name	Date Promoted	Former Classification	Former MOU	New Classification	New MOU	Date Completed
3880	Nelson, Jonathan	7/4/2016	Maintenance Mechanic	Water	Electrician	Water	1/4/2017
3837	Lewis, Joshua	7/18/2016	Water Distribution System Tech	Water	Maintenance Mechanic	Water	1/18/2017
3887	Brady, Nicholas	8/1/2016	Park Service Worker	Parks & Rec	Recreation Program Specialist	Parks & Rec	2/1/2017
3877	Tiggelaar, Rollin	8/15/2016	Water Service Technician	Water	Water Distribution System Tech	Water	2/15/2017

Transfers - Reporting Period January 2, 2017 – February 26, 2017

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

None to report.

Off Probation - Transfers - Reporting Period January 2, 2017 – February 26, 2017

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

None to report.

EXHIBIT B – March 1, 2017

Reassignments – Chapter 39/Reclassifications

Reporting Period January 2, 2017 – February 26, 2017

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

Separations – Reporting Period January 2, 2017 – February 26, 2017

Name	Separation Date	Hire Date	MOU	Classification
Stocker, William	1/10/2017	1/7/2002	Police	Police Officer
Hammrich, Jay	1/13/2017	8/16/1993	Urban Management	Plans Examiner
Jones, Lonna	1/13/2017	5/7/2001	Health	Clinical Services Manager
Gacke, Scott	1/18/2017	9/4/1990	Fire Rescue	Fire Captain
Brown, Sonya	2/10/2017	2/2/2009	Police	Police Evidence Tech
Van Dyke, Terrance	2/10/2017	2/9/1987	Engineering	Engineering Tech II

Separations within Probation Period

Reporting Period January 2, 2017 – February 26, 2017

Name	Separation Date	Hire Date	MOU	Classification
Steinberg, Andrew	1/6/2017	8/1/2016	Police	Police Officer
Archer, Brent	1/25/2017	8/1/2016	Police	Police Officer

Return to Civil Service

Reporting Period January 2, 2017 – February 26, 2017

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