

**City of Sioux Falls**  
**Civil Service Board**  
***MINUTES***

July 11, 2018  
Human Resources  
Conference Room  
12:00 p.m.

MEMBERS PRESENT: Burnley, Elbers, Carpenter, Hanson

MEMBERS ABSENT: None

STAFF PRESENT: O'Toole, Hannestad, Holsen

- 1) **The meeting was called to order at 12:09 p.m. on July 11, 2018.**
- 2) **A motion was made by Kimberly Elbers, seconded by Melanie Carpenter to approve the minutes of the May 2, 2018 meeting.**  
Motion carried unanimously.
- 3) **A motion was made by Melanie Carpenter, seconded by Robin Burnley to approve the Personnel Actions as set forth in Exhibit A.**  
Motion carried unanimously.
- 4) **A motion was made by Robin Burnley, seconded by Kimberly Elbers to order the personnel actions recorded as set forth in Exhibit B.**  
Motion carried unanimously.
- 5) **A motion was made by Kimberly Elbers, seconded by Melanie Carpenter to extend the eligibility lists as amended for the following positions:**
  - a. Entrance Eligibility List 14288000-2 Recreation Program Specialist (3 months)
  - b. Promo/Transfer List 51200000-1A Purchasing Specialist (9 months)
  - c. Entrance Eligibility List 20546000-1 Traffic Sign Technician (9 Months)
  - d. Entrance Eligibility List 5131000-1 Senior Accountant (3 Months)
  - e. Entrance Eligibility List 16500000-5 Plans Examiner (3 Months)
  - f. Promo/Transfer Eligibility List 23731000-2A Lead Wastewater Operator (9 Months)
  - g. Promo/Transfer Eligibility List 24533000-1A Emergency Vehicle Technician (9 Months)
  - h. Entrance Eligibility List 12097000-2 Patient Support Technician-Medical (9 Months)
  - i. Promo/Transfer Eligibility List 143380000-1A Park Caretaker (9 Months)

Motion Carried Unanimously

**A motion was made by Melanie Carpenter, seconded by Robin Burnley that the Civil Service Board enter Executive Session to discuss personnel issues at 12:15 p.m.** Motion Carried Unanimously

**A motion was made by Melanie Carpenter, seconded by Robin Burnley to exit Executive Session at 12:21 p.m.** Motion Carried Unanimously

**A motion was made by Kimberly Elbers, seconded by Robin Burnley to order the disciplinary actions as set forth in Exhibit C to be recorded.**  
Motion Carried Unanimously

- 6) **Having no further business, a motion was made by Robin Burnley, seconded by Kimberly Elbers to adjourn the meeting.** Motion carried unanimously.

The Board will meet on Wednesday, September 5, 2018, at 12:00 p.m. in the Human Resources Conference Room.

Meeting was adjourned at 12:22 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer