

City of Sioux Falls
Civil Service Board
MINUTES

March 4, 2009

Human Resources Conference Room

MEMBERS PRESENT: Hinton, Hitzemann and Moore.

MEMBERS ABSENT: Ohme

STAFF PRESENT: Hannestad, Holsen, O'Toole and Uthe.

- 1) The meeting was called to order at 12:12 p.m. on March 4, 2009.
- 2) **A motion was made by Hitzemann and seconded by Hinton to approve the minutes of the January 7, 2009, meeting.** Motion carried unanimously.
- 3) **A motion was made by Hinton and seconded by Hitzemann to extend the current eligibility lists for nine months or as requested for the following positions:**
 - a. Entrance Eligibility List 3289 Parts Worker
 - b. Entrance Eligibility List 3291 Laborer
 - c. Entrance Eligibility List 3292 Parking Patrol
 - d. Entrance Eligibility List 3293 Park Service Worker
 - e. Entrance Eligibility List 3294 Application Support Analyst (6 months)
 - f. Entrance Eligibility List 3297 Equipment Operator
 - g. Promo/Transfer Eligibility List 3298 Equipment Operator

Motion carried unanimously.
- 4) **A motion was made by Hitzemann, seconded by Hinton to approve the advertising, eligibility lists and classification plan amendments as set forth in Exhibit A.** Motion carried unanimously.
- 5) **A motion was made by Hinton, seconded by Hitzemann to order the personnel actions recorded as set forth in Exhibit B.** Motion carried unanimously.

A motion was made by Hitzemann, seconded by Hinton that the Civil Service Board go into Executive Session at 12:25 p.m. A motion was made by Hinton seconded by Hitzemann to come out of the Executive Session at 12:40 p.m.

6) **A motion was made by Hinton and seconded by Hitzemann to order the disciplinary actions as recorded and set forth in Exhibit C.** Motion carried unanimously.

7) **A motion was made by Hinton and seconded by Hitzemann to approve the 2008 Annual Civil Service Report.** Motion carried unanimously.

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

The Board will meet on Wednesday, May 6, 2009, at noon in the Human Resources Conference Room.

Meeting was adjourned at 12:42 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer

Exhibit A – March 4, 2009, CSB Meeting

1. Advertising: Reporting Period – January 26, 2009 – February 17, 2009

Park Caretaker	Financial Analyst
Firefighter	Fire Inspector
Library Assistant	Custodial Worker
Line Worker	Dental Assistant

2. Eligibility List – Reporting Period – January 9, 2009 – February 11, 2009

3290	ENTRANCE	FORENSIC SPECIALIST I	9-Apr-09
3291	ENTRANCE	LABORER	6-Apr-09
3292	ENTRANCE	PARKING PATROL	9-Apr-09
3293	ENTRANCE	PARK SERVICE WORKER	12-Apr-09
3294	ENTRANCE	APPLICATION SUPPORT ANALYST	15-Apr-09
3295	PROMO/TRANS	LIBRARY ASSOCIATE	23-Apr-09
3296	PROMO/TRANS	FIRE INSPECTOR	26-Apr-09
3297	ENTRANCE	EQUIPMENT OPERATOR	27-Apr-09
3298	PROMO/TRANS	EQUIPMENT OPERATOR	27-Apr-09
3299	PROMO/TRANS	INFORMATION TECHNOLOGY MGR	11-May-09

Exhibit A Section 3 – March 4, 2009, CSB Meeting

3. Classification Plan Amendments

EO #	Category	Change	Job Title	OCC Code	Scale
09-01	General	Delete	Project Services Assistant	043	224-2
09-01	Fire	Delete	Fire Inspector	209/ 216	820-6
09-01	Fire	Add	Fire Inspector	209/ 216	820/ 821-6
09-02	Mid-Management	Delete	Fire Battalion Chief	211	880-1
09-02	Mid-Management	Add	Fire Battalion Chief	211	890-1
09-02	Mid-Management	Delete	Fire Division Chief	212	885-1
09-02	Mid-Management	Add	Fire Division Chief	212	895-1

Exhibit B – March 4, 2009

New Hires – Reporting Period 12/29/08 – 2/22/09

Eligibility List #	Name	Classification	Hire Date	MOU
3283	Bieber, Jason	Zoning Enforcement Officer	12/29/2008	25 Planning/Bldg Services
3289	Henle-Lambertz, Marti	Parts Worker	12/29/2008	77 Water Rec
3274	Ladonski, Aimee	Sustainability Coordinator	12/29/2008	66 Landfill
3288	Danford, Michael	Utilities System Worker	1/5/2009	33 Street
3288	Horn, Justin	Utilities System Worker	1/5/2009	33 Street
3287	Swallow, Russell	Traffic Devices Service Worker	1/26/2009	33 Street
3292	Wilson, Sonya	Parking Patrol	2/2/2009	65 Parking Patrol
3291	Maddox, Tyler	Laborer	1/26/2009	77 Water Rec
3293	McDonald, Rex	Park Service Worker	2/9/2009	64 Park

Off Probation – Entrance Reporting Period – 12/29/08 – 2/22/09

Eligibility List #	Name	Classification	New Hire	MOU	Date Probation Completed
3195	Wilson, Julie	Technical Clerk	12/31/2007	14 Eng	12/31/2008
3224	Dorenkamp, Jill	Recreation Program Specialist	1/7/2008	64 Park	1/7/2009
3202	Maag, Barry	Fire Inspector (Civilian)	1/14/2008	15 Fire	1/14/2009
3233	Ingalls, Jesse	Mechanic	2/11/2008	51 Fleet	2/11/2009
3236	Magdziarz, Tristen	Wastewater Operator	2/19/2008	77 Water Rec	2/19/2009
3233	Raethz, Philip	Mechanic	2/19/2008	51 Fleet	2/19/2009

Exhibit B – March 4, 2009

Promotions - Reporting Period - 12/29/08 - 2/22/09

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
3276	Bruxvoort, Troy	1/12/2009	Police Officer	21 Police	Police Sergeant	21 Police
3295	Boysen, Alysia	2/9/2009	Library Assistant	28 Library	Library Associate	28 Library
3296	Galbreath, Shannon	2/9/2009	Firefighter	15 Fire	Fire Inspector Uniform	15 Fire

Off Probation - Promotional Reporting Period - 12/29/08 - 2/22/09

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
3192	Ness, Jason	7/14/2008	Equipment Operator	33 Street	Lead Equipment Operator	33 Street	1/14/09

Transfers - Reporting Period – 12/29/08 – 2/22/09

Eligibility List #	Name	Date Transferred	Former Classification	MOU	New Classification	New MOU
3282	Waltman, Allen	1/26/2009	Parking Patrol	65 Parking Patrol	Bldg Maintenance Wrkr	65 Parking Patrol

Off Probation - Transfers - Reporting Period – 12/29/08 - 2/22/09

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
--------------------	------	---------------	-----------------------	-----	--------------------	---------	----------------

None to report.

Reassignments - Chapter 30/Reclassifications Reporting Period - 12/29/08- 2/22/09

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Uthe, Angie	1/12/2009	Human Resources Manager	7 Human Resources	Compensation & Benefits Manager	7 Human Resources

Exhibit B – March 4, 2009

Resignations - Reporting Period - 12/29/08 – 2/22/09

Name	Date	Hire Date	MOU	Classification	Retirement
Barnes, Charles	1-5-09	5-9-83	64 Park	Park Caretaker	No
Irvine, Christine	1-24-09	1-26-77	28 Library	Library Associate	Yes
Berglund, John	1-27-09	2-21-95	77 Water Rec	Custodial Worker	No
Osheim, David	2-8-09	4-1-85	15 Fire	Fire Apparatus Operator	Yes

Resignations/Dismissals within Probation Period Reporting Period – 12/29/08 – 2/22/09

Name	Termination Date	Hire Date	MOU	Classification
Night Pipe, Lenora	1-30-09	8-11-08	18 Health	Dental Assistant

Return to Civil Service Reporting Period – 12/29/08 – 2/22/09

Name	Date	Former Classification	New Classification	New MOU
------	------	-----------------------	--------------------	---------

None to report.