

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

October 14, 2014  
Human Resources Conference Room  
12:30 p.m.

MEMBERS PRESENT: Carpenter, Grevlos, Hanson, Hitzemann

MEMBERS ABSENT: None

STAFF PRESENT: Hannestad and O'Toole

- 1) The meeting was called to order at 12:35 p.m. on October 14, 2014.
- 2) **A motion was made by Hitzemann and seconded by Carpenter to approve the minutes of the July 9, 2014, meeting.** Motion carried unanimously.
- 3) **A motion was made by Carpenter and seconded by Grevlos to extend the current eligibility lists for nine months or as requested for the following positions:**
  - a. Promo/Transfer Eligibility List 3688 Purchasing Specialist
  - b. Entrance Eligibility List 3689 Business Analyst (3 months)
  - c. Promo/Transfer Eligibility List 3690 Business Analyst (3 months)
  - d. Entrance Eligibility List 3691 Landfill Scale Operator
  - e. Entrance Eligibility List 3694 Dental Assistant

Motion carried unanimously.

- 4) **A motion was made by Grevlos, seconded by Carpenter 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 Hitzemann, seconded by Carpenter to order the personnel actions recorded as set forth in Exhibit B.** Motion carried unanimously.

There were no disciplinary actions.

**6) Having no further business, a motion was made by Carpenter and Grevlos seconded to adjourn the meeting. Motion carried unanimously.**

The Board will meet on Wednesday, November 5, 2014, at noon in the Human Resources Conference Room.

Meeting was adjourned at 12:50 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer

## Exhibit A – October 14, 2014, CSB Meeting

### 1. Advertising: Reporting Period – June 23, 2014 – August 31, 2014

Landfill Scale Operator	Police Officer
Firefighter	Clinical Quality Coordinator
Administrative Assistant	Building Inspector
Custodial Worker	

### 2. Eligibility List – Reporting Period – June 23, 2014 – August 31, 2014

3684	ENTRANCE	WATER DISTRIBUTION SYSTEM TECHNICIAN	23-Sep-14
3685	ENTRANCE	POLICE OFFICER	N/A
3686	PROMO/TRANS	MAINTENANCE MECHANIC	30-Sep-14
3687	ENTRANCE	PURCHASING SPECIALIST	13-Sep-14
3688	PROMO/TRANS	PURCHASING SPECIALIST	13-Sep-14
3689	ENTRANCE	BUSINESS ANALYST	30-Sep-14
3690	PROMO/TRANS	BUSINESS ANALYST	30-Sep-14
3691	ENTRANCE	LANDFILL SCALE OPERATOR	8-Oct-14
3692	ENTRANCE	BILLING SPECIALIST	10-Oct-14
3693	PROMO/TRANS	BILLING SPECIALIST	10-Oct-14
3694	ENTRANCE	DENTAL ASSISTANT	9-Oct-14
3695	PROMO/TRANS	FIRE INSPECTOR	13-Aug-15
3696	PROMO/TRANS	CLINICAL QUALITY COORDINATOR	11-Aug-14
3697	PROMO/TRANS	FIRE APPARATUS OPERATOR	20-Aug-15

**Exhibit A Section 3 – October 14, 2014, CSB Meeting**

**3. Classification Plan Amendments**

<b>EO #</b>	<b>Category</b>	<b>Change</b>	<b>Job Title</b>	<b>OCC Code</b>	<b>Scale</b>
14-34	Midmanagement	Delete	Park Development Specialist	299	C42-1
14-34	Midmanagement	Add	Park Development Specialist	299	C43-1
14-34	Midmanagement	Delete	Landfill Gas Supervisor	738	C43-1

**Exhibit B – October 14, 2014, CSB Meeting**

**New Hires – Reporting Period 6/23/14 – 8/31/14**

<b>Eligibility List #</b>	<b>Name</b>	<b>Classification</b>	<b>Hire Date</b>	<b>MOU</b>
3678	Jongeling, Jerry	Light Superintendent	6/30/2014	Light
3638	Drey, Judy Jacobsen	Advanced Practice Provider	7/7/2014	Health
3672	Bents, Stephanie	Librarian	7/7/2014	Library
3685	Santa Maria, Dominic	Police Officer	7/7/2014	Police
3685	Billings, Nicholas	Police Officer	7/7/2014	Police
3685	Baltazar, Ryan	Police Officer	7/7/2014	Police
3685	Mathis, Skyler	Police Officer	7/7/2014	Police
3685	Huemoeller, Kylie	Police Officer	7/7/2014	Police
3685	Fox, Brady	Police Officer	7/7/2014	Police
3685	Hesser, Justin	Police Officer	7/7/2014	Police
3685	Meyer, Dustin	Police Officer	7/7/2014	Police
3685	DeNeui, Darren	Police Officer	7/7/2014	Police
3685	Larson, Evan	Police Officer	7/7/2014	Police
3685	Anker, Dirk	Police Officer	7/7/2014	Police
3685	Parrott, Andrew	Police Officer	7/7/2014	Police
3685	Bistodeau, Sean	Police Officer	7/7/2014	Police
3685	Jans, Bodray	Police Officer	7/7/2014	Police
3662	Lista, Ed	Custodial Worker	7/7/2014	Facilities Mgmt
3679	Cerkowniak, Tyson	Water Operator	7/14/2014	Water Pur
3684	Abrahamson, Thomas	Water Distribution System Tech	7/14/2014	Water Maint
3687	Dekker, David	Purchasing Specialist	7/21/2014	Finance
3684	Nelson, Jonathan	Water Distribution System Tech	7/28/2014	Water Maint
3691	Brown, Amanda	Landfill Scale Operator	7/28/2014	Landfill
3692	McGuire, Jessica	Billing Specialist	7/28/2014	Health
3688	Newman, Matthew	Business Analyst	8/4/2014	Finance
3691	Elsinger, Dawnette	Landfill Scale Operator	8/4/2014	Landfill
3618	Frith, Caroline	Animal Control Officer	8/4/2014	Police
3694	Lane, Gloria	Dental Assistant	8/4/2014	Health
3681	Pehrson, Alissa	Billing Cashier	8/11/2014	Utility Billing

**Exhibit B – October 14, 2014, CSB Meeting**

**Off Probation – Entrance  
Reporting Period – 6/23/14 – 8/31/14**

<b>Eligibility List #</b>	<b>Name</b>	<b>Classification</b>	<b>New Hire</b>	<b>MOU</b>	<b>Date Probation Completed</b>
3586	Hofstee, Nicholas	Parts Worker	6/24/2013	Fleet	6/24/2014
3584	Bofenkamp, Erin	Project Manager	6/24/2013	Public Works	6/24/2014
3587	Powers, Dustin	Economic Development Coordinator	7/15/2013	Economic Development	7/15/2014
3578	Campbell, Robin	Billing Cashier	7/15/2013	Utility Billing	7/15/2014
3588	Lewis, Daniel	Maintenance Mechanic	7/22/2013	Water Purification	7/22/2014
3585	Mathison, Brett	Multimedia Manager	8/19/2013	Multimedia Support	8/19/2014

**Promotions - Reporting Period – 6/23/14 – 8/31/14**

<b>Eligibility List #</b>	<b>Name</b>	<b>Date Promoted</b>	<b>Former Classification</b>	<b>MOU</b>	<b>New Classification</b>	<b>New MOU</b>
3683	Clauson, Michael	6/23/2014	Fire Captain	Fire	Fire Battalion Chief	Fire
3677	Lund, Michael	6/23/2014	Water Operator	Water Pur	Lead Water Operator/Certified	Water Pur
3644	Medema, Doug	6/23/2014	Fire Apparatus Operator	Fire	Fire Captain	Fire
3677	Barber, Joseph	6/23/2014	Water Operator	Water Pur	Lead Water Operator/Certified	Water Pur
3644	Baier, Andrew	7/7/2014	Fire Apparatus Operator	Fire	Fire Captain	Fire
3686	Faris, Jon	7/21/2014	Water Distribution Systems Tech	Water Maint	Maintenance Mechanic	Water Rec
3608	Olson, Shaun	7/21/2014	Police Officer	Police	Police Sergeant	Police
3683	McAreavey, Matthew	8/18/2014	Fire Captain	Fire	Fire Battalion Chief	Fire

**Exhibit B – October 14, 2014, CSB Meeting**

**Off Probation - Promotional  
Reporting Period – 6/23/14 – 8/31/14**

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU	Date Completed
3627	Anderson, Melissa	1/6/2014	Building Aide	Urban Dev	Payroll/Benefits Specialist	HR	7/6/14
3608	Leach, Jason	1/20/2014	Police Officer	Police	Police Sergeant	Police	7/20/14
3608	Henkel, Kevin	1/20/2014	Police Officer	Police	Police Sergeant	Police	7/20/14
3513	Peterson, Bradley	1/20/2014	Fire Fighter	Fire	Fire Apparatus Operator	Fire	7/20/14
3513	Kringstad, Brian	1/20/2014	Fire Fighter	Fire	Fire Apparatus Operator	Fire	7/20/14
3621	Kircher, David	1/20/2014	Fire Fighter	Fire	Fire Inspector	Fire	7/20/14
6075	Flogstad, Ryan	2/17/2014	Police Officer	Police	Police Sergeant	Police	8/17/14
4727	Chambers, Jeffrey	2/17/2014	Sewer Collection Tech	Water Rec	Lead Sewer Collection Tech	Water Rec	8/17/14
8632	Van De Rostyne, Zachary	2/17/2014	Environmental Technician	Water Rec	Environmental Health Specialist	Health	8/17/14

**Transfers - Reporting Period – 6/23/14 – 8/31/14**

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

None to report.

**Off Probation - Transfers - Reporting Period – 6/23/14 – 8/31/14**

Eligibility List #	Name	Date Transferred	Former Classification	MOU	New Classification	New MOU	Date Completed
3623	Songstad, Mackenzie	12/23/2013	Technical Clerk	Health	Technical Clerk	Street	6/23/14

**Exhibit B – October 14, 2014, CSB Meeting**

**Reassignments – Chapter 30/Reclassifications  
Reporting Period – 6/23/14 – 8/31/14**

<b>Name</b>	<b>Date</b>	<b>Former Classification</b>	<b>Former MOU</b>	<b>New Classification</b>	<b>New MOU</b>
-------------	-------------	------------------------------	-------------------	---------------------------	----------------

None to report.

**Separations – Reporting Period – 6/23/14 – 8/31/14**

<b>Name</b>	<b>Separation Date</b>	<b>Hire Date</b>	<b>MOU</b>	<b>Classification</b>
Scherer, Eileen	6-27-14	2-15-82	Utility Billing	Billing Cashier
Fischer, Wayne	7-6-14	4-20-87	Fire	Fire Captain
Babekuhl, Craig	7-22-14	4-6-87	Police	Police Sergeant
Hanisch, Matthew	7-24-14	3-27-89	Police	Police Officer
Martin, Taylor	7-28-14	2-19-13	Police	Police Officer
Flora, Douglas	8-8-14	7-31-89	Police	Police Officer
VanEgdom, Edward	8-12-14	4-20-87	Fire	Fire Battalion Chief
Hatzenbeller, Rick	8-13-14	12-3-12	Facilities Mgmt	Custodial Worker
Reginek, Jamison	8-15-14	6-10-13	Landfill	Sustainability Coordinator

**Separations within Probation Period  
Reporting Period – 6/23/14 – 8/31/14**

<b>Name</b>	<b>Separation Date</b>	<b>Hire Date</b>	<b>MOU</b>	<b>Classification</b>
Smith, Thomas	7-14-14	1-6-14	Police	Animal Control Officer



**Exhibit B – October 14, 2014, CSB Meeting**

**Return to Civil Service  
Reporting Period – 6/23/14 – 8/31/14**

<b>Name</b>	<b>Date</b>	<b>Former Classification</b>	<b>New Classification</b>	<b>New MOU</b>
-------------	-------------	----------------------------------	-------------------------------	----------------

None to report.