

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

June 26, 2017  
Human Resources  
Conference Room  
12:00 p.m.

MEMBERS PRESENT: Hanson, Burnley, Elbers

MEMBERS ABSENT: Carpenter

STAFF PRESENT: Hannestad, O'Toole, Holsen

- 1) The meeting was called to order at 12:18 p.m. on June 26, 2017.
- 2) **A motion was made by Burnley, seconded by Elbers to approve the minutes of the May 3, 2017 meeting.** Motion carried unanimously.
- 3) **A motion was made by Elbers, seconded by Burnley to approve the Personnel Actions as set forth in Exhibit A.** Motion carried unanimously.
- 4) **A motion was made by Burnley, seconded by Elbers to order the personnel actions recorded as set forth in Exhibit B.** Motion carried unanimously.
- 5) **A motion was made by Elbers, seconded by Burnley to extend the eligibility lists as requested for the following positions:**
  - a. Entrance Eligibility List 3918000-2 – Human Relations Specialist (9 months)
  - b. Entrance Eligibility List 6285000-2 – Custodial Worker (9 months)
  - c. Entrance Eligibility List 19240000-1 – Parking Equipment Service Technician (9 months)
  - d. Promo/Transfer Eligibility List 19240000-1A – Parking Equipment Service Technician (9 months)
  - e. Promo/Transfer Eligibility List 24530000-1A – Mechanic (9 months)
  - f. Entrance Eligibility List 23730000-1 – Wastewater Operator (9 months)
  - g. Entrance Eligibility List 16500000-4 – Plans Examiner (9 months)
  - h. Promo/Transfer Eligibility List 16500000-4A – Plans Examiner (9 months)
  - i. Entrance Eligibility List 3100000-1 – Assistant City Attorney (3 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 12:26 p.m.**

Motion carried unanimously.

**A motion was made by Burnley, seconded by Elbers to exit Executive Session at 12:30 p.m.** Motion carried unanimously.

- 6) **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.
- 7) **A motion was made by Burnley, seconded by Elbers to elect Sandra Hanson as Board Chair.** Motion carried unanimously.
- 8) **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, September 6, 2017, at 12:00 p.m. in the Human Resources Conference Room.

Meeting was adjourned at 12:31 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer

## Exhibit A – June 26, 2017, CSB Meeting

**a. Advertising: Reporting Period – April 24, 2017 – June 4, 2017**

Assistant City Attorney	Mechanic
Public Health Scientist I	Wastewater Operator
Plans Examiner	Line Worker
Sewer Collection Technician	Park Carpenter
Principal Engineer	System Administrator
Landfill Scale Operator	Dental Assistant
Crime Lab Manager	Police Officer
Recreation Manager	

**b. Eligibility List – Reporting Period – April 24, 2017 – June 4, 2017**

3918000-2	ENTRANCE	HUMAN RELATIONS SPECIALIST	25-Apr-17
3918000-2A	PROMO/TRANSFER	HUMAN RELATIONS SPECIALIST	27-Apr-17
6285000-2	ENTRANCE	CUSTODIAL WORKER	26-Apr-17
23572000-2A	PROMO/TRANSFER	LEAD SEWER COLLECTION TECHNICIAN	8-May-17
19240000-1	ENTRANCE	PARKING EQUIPMENT SERVICE TECHNICIAN	11-May-17
19240000-1A	PROMO/TRANSFER	PARKING EQUIPMENT SERVICE TECHNICIAN	11-May-17
24530000-1	ENTRANCE	MECHANIC	22-May-17
24530000-1A	PROMO/TRANSFER	MECHANIC	22-May-17
12054000-1	ENTRANCE	PUBLIC HEALTH SCIENTIST I	30-May-17
23730000-1	ENTRANCE	WASTEWATER OPERATOR	31-May-17
16500000-4	ENTRANCE	PLANS EXAMINER	31-May-17
16500000-4A	PROMO/TRANSFER	PLANS EXAMINER	31-May-17
3100000-1	ENTRANCE	ASSISTANT CITY ATTORNEY	31-May-17

**c. Classification Plan Amendments**

EO #	Category	Change	Job Title	OCC Code	Scale
17-16	General	Delete	Lead Water Service Technician	720	B31
17-16	General	Add	Lead Water Service Technician (Certified)	719/720	B31/B32



## EXHIBIT B – June 26, 2017

### New Hires – Reporting Period April 24, 2017 – June 4, 2017

Eligibility List #	Name	Classification	Hire Date	MOU
24735000-1	Willard, Eric	Vehicle Equipment Service Worker	4/24/2017	Fleet
7140000-2	Bohm, Justin	Information Security Admin ..	5/15/2017	Technology
12050000-4	Dibbern, Bobbi	Dental Assistant	5/15/2017	Public Health
10111000-1	Wagner, Amy	Police Evidence Technician	5/22/2017	Police
22721000-1	Bartels, Brett	Water Service Technician	5/22/2017	Water
6285000-2	Crum, Kevin	Custodial Worker	5/30/2017	Facilities

### Off Probation – Entrance Reporting Period April 24, 2017 – June 4, 2017

Eligibility List #	Name	Classification	Hire Date	MOU	Date Probation Completed
3842	Ehler, Trent	Police Officer	1/25/2016	Police	4/25/2017
3842	Maule, Geno	Police Officer	1/25/2016	Police	4/25/2017
3842	Spargur, Shane	Police Officer	1/25/2016	Police	4/25/2017
3842	Rech, Jeff	Police Officer	1/25/2016	Police	4/25/2017
3842	Torell, Tyler	Police Officer	1/25/2016	Police	4/25/2017
3842	Wynthein, Tyler	Police Officer	1/25/2016	Police	4/25/2017
3842	Toland, Mark	Police Officer	1/25/2016	Police	4/25/2017
3842	Leegaard, Korben	Police Officer	1/25/2016	Police	4/25/2017
3860	Michaels, Mary	Public Health Prevention Coordinator	4/25/2016	Public Health	4/25/2017
3844	Bremmon, Amanda	Library Associate	4/25/2016	Library	4/25/2017
3864	Oygaard, Faith	Dental Assistant	4/25/2016	Public Health	4/25/2017
3857	Strong, Travis	Water Distribution System Technician	5/9/2016	Water	5/9/2017
3862	Feilmeier, Shaun	Recreation Program Specialist	5/9/2016	Parks & Recreation	5/9/2017
3863	Bartz, Cole	Electrical Inspector	5/9/2016	Urban Management	5/9/2017
3848	Lipetzky, Maegan	Park Service Worker	5/9/2016	Parks & Recreation	5/9/2017
3848	Bakken, Derek	Park Service Worker	5/9/2016	Parks & Recreation	5/9/2017
3866	Benson, Lacey	Human Resources Technician	5/9/2016	Human Resources	5/9/2017
3859	Stonesifer, Joseph	Civil Engineer	5/16/2016	Engineering	5/16/2017
3865	Murray, Tyler	Vehicle Equipment Service Worker	5/23/2016	Fleet	5/23/2017
3862	Highstrom, Tessa	Recreation Program Specialist	5/31/2016	Parks & Recreation	5/31/2017

## EXHIBIT B – June 26, 2017

### Promotions - Reporting Period April 24, 2017 – June 4, 2017

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
19239000-1A	Haviland, Harlan	4/24/2017	Parking Equipment Service Tech	Public Parking	Lead Parking Equipment Service Tech	Public Parking
3918000-2A	Schonewill, Valerie	5/8/2017	Library Associate	Library	Human Relations Specialist	Attorney
2357200-2A	Bartels, Lester	5/22/2017	Sewer Collection Tech	Water Reclamation	Lead Sewer Collection Tech	Water Reclamation

### Off Probation - Promotional Reporting Period April 24, 2017 – June 4, 2017

Eligibility List #	Name	Date Promoted	Former Classification	Former MOU	New Classification	New MOU	Date Completed
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None to report.

### Transfers - Reporting Period April 24, 2017 – June 4, 2017

Eligibility List #	Name	Date Transferred	Former Classification	Former MOU	New Classification	New MOU
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None to report.

### Off Probation - Transfers - Reporting Period April 24, 2017 – June 4, 2017

Eligibility List #	Name	Date Transferred	Former Classification	Former MOU	New Classification	New MOU	Date Completed
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None to report.

## EXHIBIT B – June 26, 2017

### Reassignments – Chapter 39/Reclassifications

Reporting Period April 24, 2017 – June 4, 2017

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Winterfeld, Bret	4/24/2017	GIS Specialist	GIS	GIS Analyst	GIS
Vandenberg, Darin	4/24/2017	GIS Specialist	GIS	GIS Analyst	GIS
Young, Zachary	4/24/2017	Wastewater Operator	Water Rec	Lead Wastewater Operator	Water Rec

### Separations – Reporting Period April 24, 2017 – June 4, 2017

Name	Separation Date	Hire Date	MOU	Classification
Luther, Alicia	4/11/2017	1/28/2002	Parks & Rec	Recreation Manager
Perez, Reinaldo	4/21/2017	8/13/2001	Public Parking	Lead Parking Equipment Service Technician
Schumacher, Jason	4/27/2017	5/1/2000	Light	Line Worker
Uthe, James	4/28/2017	4/28/2014	Water	Water Service Technician
Fischer, David	5/12/2017	3/19/1990	Parks & Rec	Assistant Director
Chambers, Jeff	5/12/2017	6/17/1985	Water Rec	Lead Sewer Collection Technician Certified
Fitzgerald, Keith	5/12/2017	1/18/2016	Water Rec	Wastewater Operator
McCuddin, Landon	5/12/2017	11/18/2013	Fleet	Mechanic
Fast, Sheryl	5/13/2017	11/9/2015	Landfill	Landfill Scale Operator
Rensch, Russ	5/17/2017	1/3/1994	Fire Rescue	Firefighter
Swier, Pam	5/19/2017	5/18/1987	Public Health	Public Health Scientist I
Berheim, Nathan	5/19/2017	1/2/2007	Parks & Rec	Park Caretaker
Horn, Brian	5/26/2017	3/30/1981	Water	Lead Water Service Tech
Fredericksen, Alexandra	5/26/2017	6/10/2013	Parks & Rec	Recreation Program Specialist
Johnson, Brad	5/26/2017	4/24/1995	Police	Crime Lab Manager
Best, Diane	6/2/2017	4/14/2014	Attorney	Assistant City Attorney

# EXHIBIT B – June 26, 2017

## Separations within Probation Period

Reporting Period April 24, 2017 – June 4, 2017

Name	Separation Date	Hire Date	MOU	Classification
Johnson, Derek	5/26/2017	12/5/2016	Water	Water Service Technician
Blomgren, Seth	5/29/2017	8/1/2016	Police	Police Officer
Vikander, Adam	5/31/2017	11/7/2016	Police	Police Officer

## Return to Civil Service

Reporting Period April 24, 2017 – June 4, 2017

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