

City of Sioux Falls  
Civil Service Board  
*MINUTES*

September 5, 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 12:08 p.m. on September 5, 2018.**
- 2) **A motion was made by Kimberly Elbers, seconded by Robin Burnley to approve the minutes of the July 11, 2018 meeting.**  
Motion carried unanimously.
- 3) **A motion was made by Robin Burnley, seconded by Kimberly Elbers to approve the Personnel Actions as set forth in Exhibit A.**  
Motion carried unanimously.
- 4) **A motion was made by Melanie Carpenter, seconded by Robin Burnley 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 Robin Burnley to extend the eligibility lists as requested for the following positions:**
  - a. Entrance Eligibility List 24530000-2 Mechanic (9 Months)
  - b. Entrance Eligibility List 12059000-3 Registered Nurse (6 Months)
  - c. Entrance Eligibility List 19283000-1 Building Maintenance Worker (9 Months)
  - d. Entrance Eligibility List 15022000-4 Library Associate (3 Months)
  - e. Promo/Transfer Eligibility List 10223000-2A Police Captain (9 Months)
  - f. Promo/Transfer Eligibility List 10224000-2A Police Lieutenant (9 Months)

Motion carried unanimously.

**A motion was made by Robin Burnley, seconded by Melanie Carpenter that the Civil Service Board enter Executive Session to discuss personnel issues at 12:24 p.m.**

Motion carried unanimously.

**A motion was made by Kimberly Elbers, seconded by Robin Burnley to exit Executive Session at 12:26 p.m.**

Motion carried unanimously.

**A motion was made by Melanie Carpenter, seconded by Kimberly Elbers 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 Melanie Carpenter to adjourn the meeting.**

The Board will meet on Wednesday, November 7, 2018, at 12:00 p.m. in the Human Resources Conference Room.

Meeting was adjourned at 12:27 p.m.

Respectfully submitted by Bill O'Toole, Recording Officer

## Exhibit A – September 5, 2018

**a. Advertising: Reporting Period – June 18, 2018 – August 12, 2018**

Police Officer	IT System Analyst
Water Service Technician	Registered Nurse
Vehicle/Equipment Service Worker	Library Associate
Mechanical Inspector	Wastewater Operator
Forensic Specialist I/II	Patient Support Technician-Dental
Park Forestry Caretaker	

**b. Eligibility Lists: Reporting Period – June 18, 2018 – August 12, 2018**

10223000-2A	PROMO/TRANSFER	POLICE CAPTAIN	6/19/2018
10224000-2A	PROMO/TRANSFER	POLICE LIEUTENANT	6/21/2018
24530000-2	ENTRANCE	MECHANIC	6/22/2018
24530000-2A	PROMO/TRANSFER	MECHANIC	6/22/2018
8127000-1	ENTRANCE	PUBLISHING SPECIALIST	6/28/2018
23600000-1	ENTRANCE	ENVIRONMENTAL TECHNICIAN	6/29/2018
23730000-2	ENTRANCE	WASTEWATER OPERATOR	6/29/2018
52914000-6	ENTRANCE	CIVIL ENGINEER/P.E.	7/9/2018
23577000-2	ENTRANCE	MAINTENANCE MECHANIC (WATER REC)	7/9/2018
10111000-2	ENTRANCE	POLICE EVIDENCE TECHNICIAN	7/11/2018
12059000-3	ENTRANCE	REGISTERED NURSE	7/18/2018
19283000-1	ENTRANCE	BUILDING MAINTENANCE WORKER	7/19/2018
24735000-2	ENTRANCE	VEHICLE EQUIP SERVICE WORKER	7/19/2018
	REINSTATEMENT	ECONOMIC DEVELOPMENT MANAGER	7/20/2018
	REINSTATEMENT	ECONOMIC DEVELOPMENT COORDINATOR	7/20/18
	REINSTATEMENT	PROJECT MANAGER	7/20/18
7135000-1	ENTRANCE	INFORMATION TECHNOLOGY SYSTEM ANALYST	7/30/2018
10228000-2III	ENTRANCE	POLICE OFFICER	7/30/2018
23730000-3	ENTRANCE	WASTEWATER OPERATOR	7/30/2018
15022000-4	ENTRANCE	LIBRARY ASSOCIATE	8/2/2018
22721000-4	ENTRANCE	WATER SERVICE TECHNICIAN	8/8/2018

## Exhibit A – September 5, 2018

### c. Classification Plan Amendments: June 18, 2018 – August 12, 2018

<b>EO #</b>	<b>Category</b>	<b>Change</b>	<b>Job Title</b>	<b>OCC Code</b>	<b>Scale</b>
18-39	Mid-management	Delete	Neighborhood Development Coordinator	233	C42
18-39	Mid-management	Add	Neighborhood Services Coordinator	233	C42
18-39	Mid-management	Delete	Economic Development Coordinator	232	C42
18-39	Mid-management	Delete	Economic Development Manager	231	C52
18-40	Mid-management	Delete	Community Development Manager	030	C51
18-40	Mid-management	Add	Affordable Housing Manager	030	C51
18-40	General	Delete	Community Development Program Specialist	070	C41
18-40	General	Add	Affordable Housing Program Specialist	070	C41
18-40	General	Delete	Community Development Technician	236	B24
18-40	General	Add	Patient Support Technician II	084	B21
18-41	Appointed	Delete	Director of Planning & Building Services	006	582
18-41	Appointed	Add	Director of Planning & Development Services	006	583
18-42	Mid-management	Add	Safety Coordinator	153	C42
18-42	Mid-management	Delete	Code Enforcement Manager	505	C52
18-42	Mid-management	Add	Neighborhood Services Manager	505	C52
18-42	General	Delete	Code Enforcement Officer	504	C42
18-42	General	Add	Code Compliance Officer	504	C42
18-42	Appointed	Add	Community Outreach Manager	062	352
18-43	Appointed	Delete	Assistant Police Chief	012	473-8
18-43	Mid-management	Add	Assistant Police Chief	012	897-1

# EXHIBIT B – September 5, 2018

New Hires: Reporting Period June 18, 2018 – August 12, 2018

Eligibility List #	Name	Classification	Hire Date	MOU
23570000-4	Albers, Chase	Sewer Collection Technician	6/18/2018	Water Reclamation
5131000-1	Vandeberg, Ashley	Senior Accountant	6/18/2018	Finance
12065000-1	Sadowski, Angela	Mental Health Counselor	7/2/2018	Health
12065000-1	Eben, Andrea	Mental Health Counselor	7/2/2018	Health
20523000-2	Hansen, Gregory	Line Worker	7/2/2018	Light, Power & Traffic
14339000-2	Montgomery Porter, Sara	Park Service Worker	7/2/2018	Parks & Recreation
5118000-1	Taverna, Kayla	Business Analyst	7/9/2018	Finance
8127000-1	Van Westen, Brandon	Publishing Specialist	7/9/2018	Multi Media Support
15022000-3	Fritz, Danielle	Library Associate	7/16/2018	Library
10228000-2111	Christensen, Parker	Police Officer	7/30/2018	Police
10228000-2111	Purkapile, Jason	Police Officer	7/30/2018	Police
10228000-2111	Ochsner, Kyle	Police Officer	7/30/2018	Police
10228000-2111	Davis, Blake	Police Officer	7/30/2018	Police
10228000-2111	Mielke, Matthew	Police Officer	7/30/2018	Police
10228000-2111	Gorter, Jonathan	Police Officer	7/30/2018	Police
10228000-2111	Stancer, Dylan	Police Officer	7/30/2018	Police
23600000-1	Keenan, Jared	Environmental Technician	7/30/2018	Water Reclamation
23577000-2	Maurice, Joshua	Maintenance Mechanic	8/6/2018	Water Reclamation

## EXHIBIT B – September 5, 2018

Off Probation Entrance: Reporting Period June 18, 2018 – August 12, 2018

Eligibility List #	Name	Classification	Hire Date	MOU	Date Probation Completed
23730000-1	Alvarez, Jose	Wastewater Operator	6/19/2017	Water Reclamation	6/19/2018
12054000-1	Kayl, Lauren	Public Health Scientist I	6/19/2017	Health	6/19/2018
24530000-1	Corbin, Tanner	Mechanic	6/26/2017	Fleet	6/26/2018
16500000-4	Guenther, Harriet (Beth)	Plans Examiner	6/26/2017	Planning & Development Services	6/26/2018
3100000-1	Ryan (Dunn), Kathryn	Assistant City Attorney	6/26/2017	Attorney	6/26/2018
23570000-3	Waldron, Austin	Sewer Collection Technician	7/3/2017	Water Reclamation	7/3/2018
7145000-1	Beck, Jonathan	System Administrator	7/3/2017	Technology	7/3/2018
12050000-5	Lere, Sarah	Dental Assistant	7/10/2017	Health	7/10/2018
22721000-2	McDonnel, Caden	Water Service Technician	7/18/2017	Water	7/18/2018
21093000-1	Chatterton, Colin	Environmental Analyst	7/31/2017	Landfill	7/31/2018
92100000-1I	Brown, Kurtis	Firefighter	8/7/2017	Fire	8/7/2018
92100000-1I	Lohan, Christopher	Firefighter	8/7/2017	Fire	8/7/2018
92100000-1I	Morgan, Zachary	Firefighter	8/7/2017	Fire	8/7/2018
92100000-1I	Clark, Dylan	Firefighter	8/7/2017	Fire	8/7/2018
92100000-1I	Eggink, Stephanie	Firefighter	8/7/2017	Fire	8/7/2018
92100000-1I	Hanssen, Tony	Firefighter	8/7/2017	Fire	8/7/2018
92100000-1I	Engberg, Eric	Firefighter	8/7/2017	Fire	8/7/2018
21737000-2	Little Eagle, Elizabeth	Landfill Scale Operator	8/7/2017	Landfill	8/7/2018

## EXHIBIT B – September 5, 2018

### Promotions: Reporting Period June 18, 2018 – August 12, 2018

Eligibility List #	Name	Date Promoted	Former Classification	MOU	New Classification	New MOU
5152000-1A	Economio, Jonathan	6/18/2018	Business Technician	Finance	Business Application Specialist	Finance
5152000-1A	Taborda, Dawn	6/18/2018	Accountant	Finance	Business Application Specialist	Finance
8128000-1A	Kiesow, John	6/18/2018	Publishing Specialist	Multi Media Support	Lead Media Specialist	Multi Media Support
14338000-1	Brinkman, Joshua	6/18/2018	Park Service Worker	Parks & Recreation	Park Caretaker	Parks & Recreation
10224000-2A	Brink, Randall	7/2/2018	Police Sergeant	Police	Police Lieutenant	Police
10223000-2A	Garden, Jeffrey	7/2/2018	Police Lieutenant	Police	Police Captain	Police
10225000-2A	Hockett, Michelle	7/2/2018	Police Officer	Police	Police Sergeant	Police
2453000-2A	Willard, Eric	7/2/2018	Vehicle Equipment Service Worker	Fleet	Mechanic	Fleet
52041000-2A	Al Janabi, Nagwan	7/2/2018	Engineering Technician	Engineering	Engineering Technician II	Engineering
24533000-1A	Boysen, Mitchell	7/2/2018	Mechanic	Fleet	Emergency Vehicle Technician/Certified	Fleet
23731000-2A	Watson, Eric	7/30/2018	Wastewater Operator	Water Rec	Lead Wastewater Operator	Water Rec

### Off Probation Promotional: Reporting Period June 18, 2018 – August 12, 2018

Eligibility List #	Name	Date Promoted	Former Classification	Former MOU	New Classification	New MOU	Date Completed
22725000-1	Tiggelaar, Rollin	1/15/2018	Water Distribution System Technician	Water	Water Operator	Water	7/15/18
04146000-1A	Bianchi, Cathleen	1/29/2018	Administrative Assistant	Street	Human Resources Technician	Human Resources	7/29/18

### Transfers: Reporting Period June 18, 2018 – August 12, 2018

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 June 18, 2018 – August 12, 2018

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

## EXHIBIT B – September 5, 2018

### Reassignments/Reclassifications: Reporting Period June 18, 2018 – August 12, 2018

Name	Date	Former Classification	Former MOU	New Classification	New MOU
Nussbaum, Paula	6/18/2018	Technical Clerk	Parks & Recreation	City Services Technician	Parks & Recreation
Buller, Maureen	6/18/2018	Technical Clerk	Engineering	City Services Technician	Engineering
Rock, Matthew	7/2/2018	Engineering Technician	Engineering	Engineering Technician II	Engineering
Powers, Dustin	7/2/2018	Economic Development Coordinator	Planning & Building Services	Urban Planner	Planning & Development Services
Roach, Adam	7/2/2018	Neighborhood Development Coordinator	Planning & Building Services	Neighborhood Services Coordinator	Planning & Development Services
Larsen, Jennifer	7/16/2018	Patient Support Technician	Health	Patient Support Technician II	Health
Peterson, Seth	7/16/2018	Community Development Program Specialist	Affordable Housing	Affordable Housing Program Specialist	Affordable Housing
Tucker, Brent	7/16/2018	Community Development Program Specialist	Affordable Housing	Affordable Housing Program Specialist	Affordable Housing
Smidt, Bruce	7/16/2018	Community Development Program Specialist	Affordable Housing	Affordable Housing Program Specialist	Affordable Housing
Roettger, Alan	7/16/2018	Community Development Program Specialist	Affordable Housing	Affordable Housing Program Specialist	Affordable Housing
Cerny, Matthew	7/16/2018	Community Development Program Specialist	Affordable Housing	Affordable Housing Program Specialist	Affordable Housing
Kinstad, Lester	7/16/2018	Community Development Manager	Affordable Housing	Affordable Housing Manager	Affordable Housing
Hartmann, Bradley	8/13/2018	Code Enforcement Officer	Planning & Building Services	Code Compliance Officer	Planning & Development Services
Tobias, Matthew	8/13/2018	Code Enforcement Manager	Planning & Building Services	Neighborhood Services Manager	Planning & Development Services



## EXHIBIT B – September 5, 2018

### Separations: Reporting Period June 18, 2018 – August 12, 2018

Name	Separation Date	Hire Date	MOU	Classification
Miller, Richard	6/29/18	10/6/86	Police	Police Captain
Torell, Tyler	6/29/18	1/25/16	Police	Police Officer
Posten, Dustin	7/3/18	6/29/15	Engineering	Civil Engineer PE
Peters, Robert	7/12/18	7/11/88	Street	Equipment Operator
Wilson, Michelle	7/13/18	11/7/16	Library	Library Associate
Rodne, Genice	7/13/18	6/1/95	Library	Library Associate
Barker, Kelsey	7/20/18	1/22/13	Health	Patient Support Technician
Smith, Thomas	7/25/18	1/19/16	Police	Police Evidence Technician
Carpenter, Holly	7/27/18	1/26/15	Technology	IT System Analyst
Young, Zachary	7/27/18	4/6/15	Water Reclamation	Lead Wastewater Operator
VanBeek, Jason	8/1/18	3/3/03	Fire	Firefighter
Whitlock, Jennifer	8/10/18	9/4/12	Finance	Business Analyst
McDonald, Rex	8/10/18	2/9/09	Parks & Recreation	Park Forestry Caretaker
Hagen, Timothy	8/10/18	3/18/91	Police	Police Sergeant

### Separations within Probation Period: Reporting Period June 18, 2018 – August 12, 2018

Name	Separation Date	Hire Date	MOU	Classification
Haafke, Daniel	6/22/2018	2/20/18	Water Reclamation	Maintenance Mechanic
Burnette, Brexlyn	7/2/2018	11/6/17	Police	Police Officer

### Layoffs: Reporting Period June 18, 2018 – August 12, 2018

Name	Date	MOU	Classification
Gregor, Scott	7/20/18	Finance	Project Manager
Gray, Michael	7/20/18	Economic Development	Economic Development Coordinator
O'Neil, Brent	7/20/18	Economic Development	Economic Development Manager