



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Agenda - Approved PERSONNEL BOARD

Tuesday, October 9, 2012

12:00 PM

210 Martin Luther King, Jr. Blvd.
Room 525 (City-County Building)

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Please contact Denise Nettum, Human Resources at (608) 266-4615;
dnettum@cityofmadison.com

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

Minutes of the September 5, 2012 meeting: <http://madison.legistar.com/Calendar.aspx>

PUBLIC COMMENT

Limit to three (3) minutes each person.

DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

NEW BUSINESS

- 1 [27796](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Alcohol Policy Coordinator" in Compensation Group 18, Range 08 and creating the classification of "Food and Alcohol Policy Coordinator" in Compensation Group 18, Range 08.

Sponsors: Paul R. Soglin

Legislative History

9/25/12	Attorney's Office/Approval Group Board of Estimates, Personnel Board	Referred for Introduction
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- 2 [27748](#) Recreate position #4004, occupied by M. Woulf, as a Food and Alcohol Policy Coordinator, in the Mayor's Office budget, in CG18, Range 08, and reallocate the incumbent to the new position.
- Sponsors:** Paul R. Soglin
- Attachments:** [Food and Alcohol Policy Coord.pdf](#)
 [PBMemo Alcohol Policy.pdf](#)
 [PD Food and Alcohol Policy Coordinator.pdf](#)
- Legislative History**
- 9/20/12 Human Resources Referred for Introduction
 Department
 Board of Estimates October 22, 2012, Personnel Board October 9, 2012.
- 3 [27749](#) Create the classifications of Fire Education/Enforcement Officer 1 (CG16-13) and Fire Education/Enforcement Officer 2 (CG16-16), and delete the classifications of Fire Community Education Specialist 1-3 in CG16, R13, 16, and 19 respectively. Recreate two 1.0 FTE Fire Community Education Specialist 2 (CG16-16) positions, and a 1.0 FTE Fire Community Education Specialist 3 (CG16-19) position as Fire Education/Enforcement Officer 2 (CG16-16) within the Fire Department budget and reallocate the incumbents to the new positions.
- Sponsors:** Paul R. Soglin
- Attachments:** [Fire Educ Enforce Offr PD.pdf](#)
 [Fire PIO PD.pdf](#)
 [FireEducationEnforcementOfficer.pdf](#)
 [FirePublicInformationSpecialist.pdf](#)
 [PB Memo Fire Class Specs.pdf](#)
- Legislative History**
- 9/20/12 Human Resources Referred for Introduction
 Department
 Board of Estimates October 22, 2012, Personnel Board October 9, 2012.
- 4 [27795](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classifications of "Fire Public Information Specialist 1" in Compensation Group 18, Range 08, and "Fire Public Information Specialist 2" in Compensation Group 18, Range 10.
- Sponsors:** Paul R. Soglin
- Legislative History**
- 9/25/12 Attorney's Office/Approval Referred for Introduction
 Group
 Board of Estimates, Personnel Board
- 5 [27798](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classification of "Economic Development Specialist" in Compensation Group 18, Range 12.
- Sponsors:** Paul R. Soglin
- Legislative History**

9/25/12 Attorney's Office/Approval Referred for Introduction
Group
Board of Estimates, Personnel Board

- 6 [27767](#) Classify the position in the Economic Development Division budget, currently identified as "Special Project Manager/Business Development Specialist Position" as an Economic Development Specialist in CG18, Range 12.

Sponsors: Paul R. Soglin

Attachments: [Economic Development Specialist Position Description 7-23-12.pdf](#)
[EconomicDevelopmentSpecialist Class Spec.pdf](#)
[PBMemo Economic Dev Specialist.pdf](#)

Legislative History

9/21/12 Human Resources Referred for Introduction
Department
Board of Estimates October 22, 2012, Personnel Board October 9, 2012.

ADJOURNMENT