



City of Madison

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

Agenda - Approved PERSONNEL BOARD

Wednesday, March 7, 2012

12:00 PM

210 Martin Luther King, Jr. Blvd.
Room 103A (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 pab hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

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

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

Minutes of the February 8, 2012 meeting:

<http://legistar.cityofmadison.com/calendar/#current>

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

[25483](#)

Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classification of "Assistant Parks Superintendent" in Compensation Group 18, Range 16, thereof.

Sponsors: Paul R. Soglin

Legislative History

2/27/12	Attorney's Office/Approval Group Board of Estimates, Personnel Board	Referred for Introduction
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[25467](#) Create a new position of Assistant Parks Superintendent in the Parks Division budget to be filled through an internal competitive process. Upon filling the position, the underlying vacancy will be deleted to fund the new position.

Sponsors: Paul R. Soglin

Attachments: [Assistant Parks Superintendent.pdf](#)
[PBMemo Asst Parks Supt.pdf](#)

Legislative History

2/24/12 Human Resources Referred for Introduction
 Department
 Board of Estimates, Personnel Board.

[25484](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classification of "Common Council Legislative Analyst" in Compensation Group 18, Range 08, thereof.

Sponsors: Lauren Cnare, Shiva Bidar-Sielaff, Tim Bruer, Sue Ellingson, Steve King, Larry Palm, Chris Schmidt and Mark Clear

Legislative History

2/27/12 Attorney's Office/Approval Referred for Introduction
 Group
 Board of Estimates, Personnel Board

[25459](#) Classify the position of Common Council Legislative Analyst in the Attorney Budget as being in CG18, Range 8.

Sponsors: Lauren Cnare, Shiva Bidar-Sielaff, Tim Bruer, Sue Ellingson, Steve King, Larry Palm, Chris Schmidt and Mark Clear

Attachments: [Final Report President WG Council Policy Research Analyst.pdf](#)
[PBMemo Council Legislative Analyst.pdf](#)

Legislative History

2/24/12 Human Resources Referred for Introduction
 Department
 Board of Estimates, Personnel Board.

[25486](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classification of "Employee Assistance Specialist 1" in Compensation Group 18, Range 06, and creating the classification of "Employee Assistance Specialist 2" in Compensation Group 18, Range 08, thereof.

Sponsors: Paul R. Soglin

Legislative History

2/27/12 Attorney's Office/Approval Referred for Introduction
 Group
 Board of Estimates, Personnel Board

25464

Create a new 1.0 FTE position of Employee Assistance Specialist 2 in the Human Resources Department budget.

Sponsors: Paul R. Soglin

Attachments: [EAP Specialist 1-2 \(2\).pdf](#)

[HRD org chart draft.pdf](#)

[PBMemo Final \(2\).pdf](#)

Legislative History

2/24/12 Human Resources Referred for Introduction
Department
Board of Estimates, Personnel Board.

25487

Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Labor Relations Manager" in Compensation Group 18, Range 17, and creating the classification of "Employee and Labor Relations Manager" in Compensation Group 18, Range 17, thereof.

Sponsors: Paul R. Soglin

Legislative History

2/27/12 Attorney's Office/Approval Referred for Introduction
Group
Board of Estimates, Personnel Board

25465

Retitle the current position #858 of Labor Relations Manager (CG18-17) in the Human Resources Department budget as Employee and Labor Relations Manager (CG18-17).

Sponsors: Paul R. Soglin

Attachments: [Employee and LaborRelationsManager.pdf](#)

[PD Employee and Labor Rel Manager.pdf](#)

[HRD org chart draft.pdf](#)

[PBMemo Final \(2\).pdf](#)

Legislative History

2/24/12 Human Resources Referred for Introduction
Department
Board of Estimates, Personnel Board.

25485

Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Personnel Services Manager" in Compensation Group 18, Range 16, and creating the classification of "Human Resources Services Manager" in Compensation Group 18, Range 17, thereof.

Sponsors: Paul R. Soglin

Legislative History

2/27/12 Attorney's Office/Approval Referred for Introduction
Group
Board of Estimates, Personnel Board

25466

Delete and recreate the current position of Personnel Services Manager (CG18-16, #867) as a Human Resources Services Manager in CG18, Range 17, and fill the newly-created position through a competitive process.

Sponsors: Paul R. Soglin

Attachments: [HR Services Manager.pdf](#)

[PD HR Services Manager.pdf](#)

[HRD org chart draft.pdf](#)

[PBMemo Final \(2\).pdf](#)

Legislative History

2/24/12	Human Resources Department Board of Estimates, Personnel Board.	Referred for Introduction
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ADJOURNMENT