



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Agenda - Approved PERSONNEL BOARD

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Wednesday, July 20, 2016

12:00 PM

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

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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 immediately.

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Yog tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntaub ntawv ua lwm yam los sis lwm cov kev pab kom siv tau qhov kev pab, kev ua num los sis kev pab cuam no, thov hu rau tus xov tooj hauv qab no tam sim no.

Please contact Denise Nettum, Human Resources, 266-4615,  
[dnettum@cityofmadison.com](mailto:dnettum@cityofmadison.com)

### **CALL TO ORDER / ROLL CALL**

### **APPROVAL OF MINUTES**

Approve the minutes of the June 8, 2016 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. [43618](#) Create the classification of "Library Program Supervisor" (CG18, R10). Recreate and retitle the position #4437 of 1.0 FTE "Library Program Coordinator" (CG18, R4) as "Library Program Supervisor" (CG18, R10), in the Library Operating Budget; and reallocate the incumbent, T. Miller, to the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Library Program Supv.pdf](#)

[PD Library Program Coord.pdf](#)

[PD Library Program Supv.pdf](#)

[Library Org Chart 6-30-2016.pdf](#)

[Library Program SupervisorCD.pdf](#)

**Legislative History**

7/5/16 Human Resources Referred for Introduction  
Department  
Board of Estimates (July 25, 2016 meeting), Personnel Board (July 20, 2016 meeting),  
Common Council (August 2, 2016 meeting).

2. [43623](#) Recreate the 1.0 FTE position #1886 of Computer Mapping/GIS Coordinator in CG18, R13 and reallocate the incumbent (P. Braselton) to the new position, in the Water Utility operating budget.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Comp Map GIS Coord 7-2016.doc](#)

[2016\\_04\\_26 Signed PD.pdf](#)

[Computer Mapping GIS Coordinator CD 6-2016.pdf](#)

[Water Utility-2016\\_04 - Org Chart.pdf](#)

**Legislative History**

7/6/16 Human Resources Referred for Introduction  
Department  
Board of Estimates (July 25, 2016 meeting), Personnel Board (July 20, 2016 meeting),  
Common Council (August 2, 2016 meeting).

3. [43632](#) Delete the classification of Computer Mapping/GIS Coordinator in CG18, R11; and recreate it in CG18, R13. Recreate a 1.0 FTE position #1075 and reallocate the incumbent (E. Pederson) to the new classification in the permanent salary detail of the Engineering Division budget.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Comp Map GIS Coord 7-2016.pdf](#)

[Computer Mapping GIS Coordinator 6-2016.pdf](#)

[OrganizationChart.pdf](#)

**Legislative History**

7/6/16 Human Resources Referred for Introduction  
Department  
Board of Estimates (July 25, 2016 meeting), Personnel Board (July 20, 2016 meeting),  
Common Council (August 2, 2016 meeting).

4. [43650](#) Delete the classification of Water Construction Inspector in CG16, Range 14. Create the classification of Water Civil Technician 1, 2, and 3 in CG16, Range 12, 14, and 16, respectively. Recreate position #s 1871, 4094 and 1867 into the new Water Civil Technician 2 classification in CG16, Range 14 and reallocate the incumbents, T. Person, C. Selva and J. Peterson respectively into the new positions.  
Recreate position #s 1893 and 3739 into the new Water Civil Technician 3 classification in CG16, Range 16, and reallocate the incumbents, K. Zutter and B. McNeary, respectively into the new positions, all in the Water Utility budget.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Water Civil Technician 7-2016\(FINAL\).pdf](#)  
[Water Civil Tech 3\\_PD\\_ Revised \(2\).pdf](#)  
[Water Utility-2016\\_04 - Org Chart.pdf](#)

**Legislative History**

7/7/16 Human Resources Referred for Introduction  
Department  
Board of Estimates (July 25, 2016 meeting), Personnel Board (July 20, 2016 meeting),  
Common Council (August 2, 2016 meeting).

5. [43651](#) Creating a new classification of Control Systems Programmer in CG18, Range 12. Deleting the vacant position # 3235 of 1.0 FTE Electronic Maintenance Technician CG 16, Range 17 and recreating position #3235 as 1.0 FTE Control Systems Programmer in CG18, Range 12, in the Water Utility Operating Budget.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Control Systems Programmer 7-2016.pdf](#)  
[Position Desc Elec Maint Tech.pdf](#)

**Legislative History**

7/7/16 Human Resources Referred for Introduction  
Department  
Board of Estimates (July 25, 2016 meeting), Personnel Board (July 20, 2016 meeting),  
Common Council (August 2, 2016 meeting).

6. [43649](#) Recreate the 1.0 FTE position #4267 of "IT Specialist 2" (CG18/08, currently occupied by L. Jones) as "IT Specialist 3" (CG18/10, class code H247) in the Information Technology budget and reallocate the incumbent to the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo ITS 3 LJones.pdf](#)  
[IT Spec PD.pdf](#)

**Legislative History**

7/7/16 Human Resources Referred for Introduction  
Department  
Board of Estimates (July 25, 2016 meeting), Personnel Board (July 20, 2016 meeting),  
Common Council (August 2, 2016 meeting).

7. [43678](#) Create the classification series of Community Development Technician 1-2 in CG 20, R14 and R16, respectively; and recreate the vacant 1.0 FTE position #605 of Administrative Clerk 1 in CG 20, R9 in the Community Development Division budget as a Community Development Technician 2 in CG 20, Range 16. Recreate position #3889 (currently occupied by A. Kenny) in the Community Development Division budget as a Community Development Technician 2 in CG20, Range 16, to be posted internally.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Community Development Technician.pdf](#)  
[Community Development Technician 1-2 7-2016.pdf](#)  
[Position description#1.pdf](#)  
[Position description#2.pdf](#)

**Legislative History**

7/8/16	Human Resources Department	Referred for Introduction
Board of Estimates 7/25/16, Personnel Board 7/20/16		

**ADJOURNMENT**