



# 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, October 5, 2011

12:00 PM

210 Martin Luther King, Jr. Blvd.  
Room 103A (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 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 in Human Resources at 608-266-4615.

### CALL TO ORDER / ROLL CALL

### APPROVAL OF MINUTES

Minutes of the September 7, 2011 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

1. [23988](#) Delete the classification of "City Channel Producer/Director 1" in CG20-09; delete the classification of "City Channel Producer/Director 2" in CG20-11; create the classification of "City Channel Producer/Director" in CG20-11; retitle the current City Channel Producer/Director 2s as City Channel Producer/Director (#4024 occupied by J. Schraven; #3318 occupied by C. Lang); recreate the position of City Channel Producer/Director 1 (#3738) currently occupied by C. Richter, as a City Channel Producer/Director and reallocate the incumbent to the new position, all within the Information Technology budget.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo CC P-D.pdf](#)  
[CityChannelProdDir.pdf](#)

**Legislative History**

9/26/11 Human Resources Referred for Introduction  
 Department  
 Board of Estimates October 10, 2011, Personnel Board, Common Council October 18, 2011.

2. [24033](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classification of Water Construction Supervisor in Compensation Group 18, Range 09.

**Sponsors:** Paul R. Soglin

**Legislative History**

9/27/11 Attorney's Office/Approval Referred for Introduction  
 Group  
 Board of Estimates; Personnel Board

3. [23989](#) Recreate the position (#1862) of Engineer 2 as a Water Construction Supervisor in the Water Utility budget, and reallocate the incumbent (T. Buss) to the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [PBMemoWaterConstSup.pdf](#)  
[PD Buss 9-11.pdf](#)  
[WaterConstructionSupervisorCD.pdf](#)

**Legislative History**

9/26/11 Human Resources Referred for Introduction  
 Department  
 Board of Estimates October 10, 2011, Personnel Board, Common Council October 18, 2011.

4. [24034](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of Planning GIS Specialist in Compensation Group 18, Range 07 and recreating said classification in Compensation Group 18, Range 09.

**Sponsors:** Paul R. Soglin

**Legislative History**

9/27/11 Attorney's Office/Approval Referred for Introduction  
 Group  
 Board of Estimates, Personnel Board

5. [23990](#) Recreate the positions (#624 and #3656) of Planning GIS Specialist, currently in CG18, Range 7, in CG18, Range 9 in the Planning Division budget, and reallocate the incumbents (W. Lanier and D. Seidensticker) to the new positions.

**Sponsors:** Paul R. Soglin

**Attachments:** [PBMemo Plan GIS.pdf](#)

[PD Plan GIS Specialist.pdf](#)

[Planning GIS SpecialistCD.pdf](#)

**Legislative History**

9/26/11 Human Resources Referred for Introduction  
Department  
Board of Estimates October 10, 2011, Personnel Board, Common Council October 18, 2011.

6. [23991](#) Recreating an Administrative Clerk 1 (CG20/09) position (#2598-occupied by W. Jackson) in the Police Department budget as a Program Assistant 1 (20/11), and reallocating the incumbent to the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Admin Clerk 1 Police.pdf](#)

[PD WJ.pdf](#)

[ProgramAssistant1CD.pdf](#)

**Legislative History**

9/26/11 Human Resources Referred for Introduction  
Department  
Board of Estimates October 10, 2011, Personnel Board, Common Council October 18, 2011.

7. [24035](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classifications of Community Development Specialist 1 in Compensation Group 18, Range 06; Community Development Specialist 2 in Compensation Group 18, Range 08; Community Development Specialist 3 in Compensation Group 18, Range 10; and Community Development Specialist 4 in Compensation Group 18, Range 12.

**Sponsors:** Paul R. Soglin

**Legislative History**

9/27/11 Attorney's Office/Approval Referred for Introduction  
Group  
Board of Estimates, Personnel Board

8. [24011](#) Create a new position of Community Development Specialist 4-LTE within the Community Development Division to be posted for internal promotion. Upon filling the position, the resulting vacancy will be deleted to aid in funding the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [Comm Dev Spec 1-4.pdf](#)

[PB Memo CDS4-Energy LTE.pdf](#)

[PD CDS 4.pdf](#)

**Legislative History**

9/26/11 Human Resources Department Referred for Introduction  
Board of Estimates October 10, 2011, Personnel Board, Common Council October 18, 2011.

9. [23994](#) Adopting updates to the City of Madison Personnel Rules.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Personnel Rules.pdf](#)

[Personnel Rules update 2011 Redlined.pdf](#)

[Personnel Rules update 2011.pdf](#)

**Legislative History**

9/29/11 Human Resources Department Personnel Board Referred for Introduction

**ADJOURNMENT**