



City of Madison

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

Meeting Minutes - Approved PERSONNEL BOARD

Wednesday, September 7, 2011

12:00 PM

210 Martin Luther King, Jr. Blvd.
Room 103A (City-County Building)

CALL TO ORDER / ROLL CALL

Others present: Jeffrey Griffith, Bill Zeinemann, Kay Bentley, Christine LeMay, Agustin Olvera, Barbara Dimick, Jen Krueger Favour, Lorie Olsen, David Dryer, Mike Lipski, Julia Vazquez.

Present: 4 -

Duane F. Hinz; Judy J. Hughes; Sandra R. Martinson and Sylvia A. Thornton

Excused: 1 -

Darold D. Lowe

APPROVAL OF MINUTES

A motion was made by Martinson, seconded by Hinz, to approve the minutes of the July 20, 2011 meeting. The motion passed by voice vote/other.

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

PUBLIC COMMENT

DISCLOSURES AND RECUSALS

NEW BUSINESS

- 1.** [23726](#) Recreating the position (#788) of Administrative Support Clerk 1 (CG20-06) in the Finance Department Budget as an Administrative Support Clerk 2 (CG20-09) and reallocating the incumbent, C. LeMay, to the new position.

A motion was made by Martinson, seconded by Hinz, to Return to Lead with the Recommendation for Approval. Sent to the BOARD OF ESTIMATES. The motion passed by voice vote/other.
- 2.** [23734](#) Retitling an Administrative Clerk 2 (CG20/11) position (#2589) in the Police Department as a Program Assistant 1 (20/11).

A motion was made by Martinson, seconded by Hinz, to Return to Lead with the Recommendation for Approval. Sent to the BOARD OF ESTIMATES. The motion passed by voice vote/other.
- 3.** [23731](#) Rename the classification of "Police Lab Technician" in CG16-10 as "Forensic Lab Technician," move the classification of Forensic Lab Technician to CG16-11, recreate the position of Police Lab Technician, currently occupied by C. Van Hove (#3832), as a Forensic Lab Technician

within the Police Department budget, and reallocate the incumbent to the new position.

A motion was made by Thornton, seconded by Martinson, to Return to Lead with the Recommendation for Approval. Sent to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

4. [23262](#) SUBSTITUTE Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classification of Building Maintenance and Technical Supervisor in Compensation Group 18, Range 10.

Motion for approval was made by Hinz, seconded by Martinson to Return to Lead with the Recommendation for Approval. Sent to the Board of Estimates. The motion passed by voice vote/other. One motion was made for both file numbers 23262 and 23234.
5. [23234](#) SUBSTITUTE Recreate the position (#3293) of Building Maintenance Supervisor (CG18-R06) as a Building Maintenance and Technical Supervisor (~~CG18-R08~~) (CG18 R10) and reallocate the incumbent (J. Griffith) to the new position in the Monona Terrace budget.

A motion was made by Hinz, seconded by Martinson, to Return to Lead with the Recommendation for Approval. Sent to the BOARD OF ESTIMATES. The motion passed by voice vote/other.
6. [23710](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classification of Library Business Operations Manager in Compensation Group 18, Range 14, thereof.

A motion was made by Thornton, seconded by Martinson to Return to Lead with the Recommendation for Approval to the Board of Estimates. One motion was made for both file numbers 23710 and 23730.
7. [23730](#) Recreate the position (#476) of Librarian Supervisor as a Library Business Operations Manager in the Library budget, and reallocate the incumbent (S. Lee) to the new position.

A motion was made by Thornton, seconded by Martinson, to Return to Lead with the Recommendation for Approval. Sent to the BOARD OF ESTIMATES. The motion passed by voice vote/other.
8. [23738](#) Resolution deleting one Traffic Engineer 1 position (CG 18 R 10) (#3844) in the permanent salary detail of the Traffic Engineering Division budget, recreating it as a Traffic Engineer 2 position (CG 18 R 12) thereof and reallocating the current incumbent (position #3844) to the new position.

A motion was made by Hinz, seconded by Martinson, to Return to Lead with the Recommendation for Approval. Sent to the BOARD OF ESTIMATES. The motion passed by voice vote/other.
9. [23740](#) Resolution deleting two Administrative Clerk 1 positions (CG 20 R 09) (#3429, currently vacant, and #1029) in the permanent salary detail of the Housing Operations Unit budget, recreating them as Program Assistant 1 positions (CG 20 R 011) thereof and reallocating the current incumbent (position #1029) to the new position.

A motion was made by Martinson, seconded by Thornton, to Return to Lead with the Recommendation for Approval. Sent to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

ADJOURNMENT

A motion was made by Hinz, seconded by Thornton, to Adjourn. The motion passed by voice vote/other.