



City of Madison

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

Agenda - Approved PERSONNEL BOARD

Wednesday, June 5, 2013

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 peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Please contact Bill Wick in Human Resources at 608-266-4615;
wwick@cityofmadison.com

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

Minutes of the May 1, 2013 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. [30307](#) Reallocate incumbent Peter Holmgren to the budgeted level of Engineer 3 in the Water Utility budget.

Sponsors: Paul R. Soglin

Attachments: [PB Memo Water Engineer 3.pdf](#)
[Water Engineer PD.pdf](#)

Legislative History

5/22/13 Human Resources Referred for Introduction
Department
Board of Estimates June 10, 2013, Personnel Board June 5, 2013

2. [30347](#) Retitling the classification series for Water Meter Mechanic 1-3 in Compensation Group 16, Range 9/11/13 (respectively) and Water Meter Field Leadworker to Field Service Representative 1-3 in the same ranges and reallocating incumbents (R. Crocker, N. Malacara, T. Trief, J. Underberg) into the new classifications. Also, retitling the Water Meter Reader in Compensation Group 16, Range 9 to Field Service Representative in the same range, and reallocate the incumbent, J. Weaver, into the new classification. Lastly, retitling the Water Meter Mechanic Leadworker in Compensation Group 16, Range 15 to Field Service Leadworker in the same range, and reallocate the incumbent, A. Mazzara, into the new classification.

Sponsors: Paul R. Soglin

Attachments: [PB Memo MM to FSR AMI Water v3.pdf](#)

[Water FSR 1-3.pdf](#)

[Water FS Leadworker.pdf](#)

Legislative History

5/24/13	Human Resources Department	Referred for Introduction
Board of Estimates June 10, 2013, Personnel Board June 5, 2013		

3. [30348](#) Create the classification of Graphics Technician in CG20/R9, recreate the position (#611) of "Graphics Assistant" (CG20/R09) as a "Graphics Technician" (CG20/R09) and reallocate the incumbent (D. Collingwood) to the new position. Upon filling the position, the "Graphics Assistant" classification will be deleted.

Sponsors: Paul R. Soglin

Attachments: [PB Memo Graphics Tech.pdf](#)

[Graphics Technician Class Spec.pdf](#)

[Collingwood PD.pdf](#)

Legislative History

5/24/13	Human Resources Department	Referred for Introduction
Board of Estimates June 10, 2013, Personnel Board June 5, 2013		

4. [30332](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classifications of "Fleet Services Program Supervisor" in CG18, Range 12, "Fleet Services Maintenance Supervisor" in CG18, Range 08, and "Fleet Parts Manager" in CG18, Range 07, and creating the classifications of "Fleet Operations Manager" and "Fleet Program Manager," both in CG18, Range 12.

Sponsors: Paul R. Soglin

Legislative History

5/23/13	Attorney's Office/Approval Group	Referred for Introduction
Board of Estimates, Personnel Board		

5. [30311](#) Recreate the 1.0 FTE position of Fleet Parts Manager, #1159 (occupied by R. Janowski), in CG18-07, as a Fleet Operations Manager, CG18-12. Recreate the 1.0 FTE position of Fleet Services Maintenance Supervisor, #3274 (occupied by A. Meyer), in CG18-08, as a Fleet Program Manager, CG18-12 in the Fleet Services Division budget. Reallocate the respective incumbents of positions #1159 and #3274 to the new positions. Delete the vacant Fleet Services Program Supervisor (CG 18, R12), position #1170, to fund the new positions.

Sponsors: Paul R. Soglin

Attachments: [PBMemoFleet Managers.pdf](#)

[Fleet Operations Manager.pdf](#)

[Fleet Program Manager.pdf](#)

[PD-Fleet Operations Manager.pdf](#)

[PD-Fleet Program Manager.pdf](#)

Legislative History

5/22/13 Human Resources Referred for Introduction
Department
Board of Estimates, June 10, 2013, Personnel Board, June 5, 2013

6. [30374](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Senior Center Director" in Compensation Group 18, Range 10, and recreating it in Compensation Group 18, Range 12.

Sponsors: Paul R. Soglin

Legislative History

5/28/13 Attorney's Office/Approval Referred for Introduction
Group
Board of Estimates, Personnel Board

7. [30354](#) Recreate the position (#846) of Senior Center Director, currently in CG18, Range 10, in CG18, Range 12 in the Community Development Division, and reallocate the incumbent (C. Beatty) to the new position.

Sponsors: Paul R. Soglin

Attachments: [PB Memo Senior Center Dir.pdf](#)

[Senior Center DirClassSpec.pdf](#)

[C Beatty PD.pdf](#)

Legislative History

5/24/13 Human Resources Referred for Introduction
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Board of Estimates June 10, 2013, Personnel Board June 5, 2013

8. [30376](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Community Development Grants Supervisor" in Compensation Group 18, Range 13, and recreating it in Compensation Group 18, Range 15.

Sponsors: Paul R. Soglin

Legislative History

5/28/13 Attorney's Office/Approval Referred for Introduction
Group
Board of Estimates, Personnel Board

9. [30355](#) Recreate the vacant position (#4252) of Community Development Grants Supervisor, currently in CG18, Range 13, in CG18, Range 15 in the Community Development Division budget.

Sponsors: Paul R. Soglin

Attachments: [PBMemo CD Grant Sup2013.pdf](#)
[CommDevGrantSupClass Spec.pdf](#)
[CommDevGrantSupvPosDesc.pdf](#)

Legislative History

5/24/13 Human Resources Referred for Introduction
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Board of Estimates June 10, 2013, Personnel Board June 5, 2013

10. [30297](#) Report on Position Study Outcomes - 2012

Attachments: [Report on Position Studies 2012.pdf](#)

Legislative History

5/21/13 Human Resources Referred for Introduction
Department
Board of Estimates June 10, 2013, Personnel Board June 5, 2013

ADJOURNMENT