



City of Madison

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

Agenda - Approved PERSONNEL BOARD

Wednesday, November 19, 2014

1:30 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 immediately.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese inmediatamente al número de teléfono que figura a continuación.

Yog tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntauv, cov ntaub ntauv 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 Bill Wick, Human Resources, 608-266-4615,
wwick@cityofmadison.com

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

Approve the minutes of the September 3, 2014 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. [34775](#) Create the classification of CCTV Inspection Technician in CG15, Range 08, and create three new positions of CCTV Inspection Technician in the Engineering budget to be filled through an internal competitive process. The selected candidates positions will be deleted and recreated as CCTV Inspection Technicians upon starting in the new classification.

Sponsors: Paul R. Soglin

Attachments: [PB Memo SSMW3 Final.pdf](#)

[CCTV Inspection Technician 6-2014.pdf](#)

Legislative History

| | | |
|---------|--|------------------------------------|
| 7/3/14 | Human Resources Department Board of Estimates, Personnel Board | Referred for Introduction |
| 7/15/14 | COMMON COUNCIL Additional referral: Personnel Board. | Referred to the BOARD OF ESTIMATES |
| 7/15/14 | BOARD OF ESTIMATES | Refer to the PERSONNEL BOARD |
| 7/16/14 | PERSONNEL BOARD | Re-refer to the PERSONNEL BOARD |
| 9/3/14 | PERSONNEL BOARD | Re-refer to the PERSONNEL BOARD |

2. [34776](#)

Create the classification of Sewer and Drainage Maintenance Technician in CG15, Range 07, delete the classification of Street and Sewer Maintenance Worker 3 in CG15, R07, recreate the positions #1123, #4315, #1076, #1082, #3875, #3609, #1134, #3876, #1117, #1141, #3247, #1062 and #1138 of "Street and Sewer Maintenance Worker 3" (CG15/R07) as a "Sewer and Drainage Maintenance Technician" (CG15/R07) in the Engineering budget and reallocate incumbents B. Baukin, B. Droster, W. Dyer, M. Foy, B. Gulvik, K. Kluever, C. Pribbenow, G. Simdon, J. Streich, T. Thoma, M. Egan, J. Kelley and D. Treinen to the new position.

Sponsors: Paul R. Soglin

Attachments: [PB Memo SSMW3 Final.pdf](#)

[SewerDrainage Maintenance Technician 6 2014.pdf](#)

Legislative History

| | | |
|---------|--|------------------------------------|
| 7/3/14 | Human Resources Department Board of Estimates, Personnel Board | Referred for Introduction |
| 7/15/14 | COMMON COUNCIL Additional referral: Personnel Board. | Referred to the BOARD OF ESTIMATES |
| 7/15/14 | BOARD OF ESTIMATES | Referred to the PERSONNEL BOARD |
| 7/16/14 | PERSONNEL BOARD | Re-refer to the PERSONNEL BOARD |
| 9/3/14 | PERSONNEL BOARD | Re-refer to the PERSONNEL BOARD |

3. [35685](#)

Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Contract Compliance Monitor" in Compensation Group (CG) 18, Range 2 and creating the classification series of "Contract Compliance Specialist 1" in CG18, Range 4, "Contract Compliance Specialist 2" in CG18, Range 6, and "Contract Compliance Specialist 3" in CG18, Range 8.

Sponsors: Paul R. Soglin

Legislative History

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|---------|--|------------------------------------|
| 9/29/14 | Attorney's Office/Approval Group Board of Estimates, Personnel Board | Referred for Introduction |
| 10/7/14 | COMMON COUNCIL Additional referral to Personnel Board | Referred to the BOARD OF ESTIMATES |
| 10/7/14 | BOARD OF ESTIMATES | Refer to the PERSONNEL BOARD |

4. [35679](#) Recreating the three positions #4046, #72, and #3699, of 1.0 FTE Contract Compliance Monitors in CG18-2 as Contract Compliance Specialists 2 for positions #4046 and #72 in CG18-6, and as Contract Compliance Specialist 3 for position #3699 in CG-18-8, in the Department of Civil Rights Operating Budget; and reallocating the incumbents to the new positions.
- Sponsors:** Paul R. Soglin
Attachments: [PB Memo CC Monitors \(DCR\) v2.pdf](#)
[Contract Compliance Specialist 1-3.pdf](#)
- Legislative History**
- | | | |
|---------|--|------------------------------------|
| 9/29/14 | Human Resources Department Board of Estimates 10/13/14, Personnel Board 10/8/14 | Referred for Introduction |
| 10/7/14 | COMMON COUNCIL Additional referral to Personnel Board | Referred to the BOARD OF ESTIMATES |
| 10/7/14 | BOARD OF ESTIMATES | Refer to the PERSONNEL BOARD |
5. [36124](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of “Engineering Operations Manager” in Compensation Group (CG) 18, Range 14, and creating the classification of “Engineering Operations Manager” in CG18, Range 15.
- Sponsors:** Paul R. Soglin
Legislative History
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| 11/10/14 | Attorney's Office/Approval Group Board of Estimates, Board of Personnel | Referred for Introduction |
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6. [36108](#) Deleting the 1.0 FTE Engineering Operations Manager (CG18,R14) (#1131) in the permanent salary detail of the Engineering Division budget, recreating it as a 1.0 FTE Engineering Operations Manager position in Range 15, and reallocating the current incumbent to the new position.
- Sponsors:** Paul R. Soglin
Attachments: [PB Memo Engineering Operations Manager.pdf](#)
[Engineering Operations Manager PD.pdf](#)
- Legislative History**
- | | | |
|---------|---|---------------------------|
| 11/7/14 | Human Resources Department Board of Estimates 11/24/14, Personnel Board 11/19/14 | Referred for Introduction |
|---------|---|---------------------------|
7. [36109](#) Create the classification of 1.0 FTE Traffic Systems & Networking Specialist in CG16, Range 22, delete the classification of 1.0 FTE Electrical Operations Leadworker in CG16, R20, recreate the position (#1238) of “Electrical Operations Leadworker” (CG16/R20) as a “Traffic Systems & Networking Specialist” (CG16/R22) and reallocate the incumbent (M. Christoph) to the new position.
- Sponsors:** Paul R. Soglin

Attachments: [PB Memo Electrical Operations Leadworker2014.pdf](#)
[Traffic Systems Networking Specialist 11 2014.pdf](#)
[Traffic Systems & Networking Specialist PD.pdf](#)

Legislative History

11/7/14 Human Resources Referred for Introduction
 Department
 Board of Estimates 11/24/14, Personnel Board 11/19/14

8. [36088](#) Recreating position #1487 of 0.5 FTE Administrative Clerk 1 (currently budgeted as an Administrative Clerk 2 and underfilled) to a 0.8 FTE Program Assistant 1 in the Parks Operating budget; and reallocating incumbent Karen Thompson to the new position.

Sponsors: Paul R. Soglin
Attachments: [PB Memo AdminClerk to PA1 \(KThompson\).pdf](#)
[Position Description.pdf](#)

Legislative History

11/7/14 Human Resources Referred for Introduction
 Department
 Board of Estimates 11/24/14, Personnel Board 11/19/14

9. [36126](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Golf Clubhouse Supervisor" in Compensation Group (CG) 18, Range 3 and creating the classification series of "Golf Clubhouse Operations Supervisor 1" in CG18, Range 5, and "Golf Clubhouse Operations Supervisor 2" in CG18, Range 6.

Sponsors: Paul R. Soglin

Legislative History

11/10/14 Attorney's Office/Approval Referred for Introduction
 Group
 Board of Estimates, Personnel Board

10. [36106](#) Recreating the position #4415 of 0.8 FTE Golf Clubhouse Operations Supervisor in CG18-3 as 1.0 FTE Golf Clubhouse Operations Supervisor 2 in CG18-6, in the Parks Division Operating Budget; and reallocating the incumbent to the new position.

Sponsors: Paul R. Soglin
Attachments: [PBMemo Golf Club Ops v2.pdf](#)
[Golf Clubhouse Operations Sup 1-2.pdf](#)
[Position Description.pdf](#)

Legislative History

11/7/14 Human Resources Referred for Introduction
 Department
 Board of Estimates 11/24/14, Personnel Board 11/19/14

11. [36127](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by creating the classification of "Organizational Health and Development Manager" in Compensation Group (CG) 18, Range 15.

Sponsors: Paul R. Soglin

Legislative History

11/10/14 Attorney's Office/Approval Referred for Introduction
Group
Board of Estimates, Personnel Board

12. [36098](#) Classify the position of Org/Health Dev Mgr in the 2015 Human Resources Budget as being an Organizational Health and Development Manager in CG18, Range 15.

Sponsors: Paul R. Soglin

Attachments: [PBMemo Org Health and Dev Mgr.pdf](#)
[Organizational Health and Development Mgr.pdf](#)
[PD Org Health and Development Manager.pdf](#)

Legislative History

11/7/14 Human Resources Referred for Introduction
Department
Board of Estimates 11/24/14, Personnel Board 11/19/14

13. [36079](#) Adopting updates to the City of Madison Personnel Rules, revised 2014.

Sponsors: Paul R. Soglin

Attachments: [Memo to Council 2014.pdf](#)
[Personnel Rules draft 2014.pdf](#)

Legislative History

11/6/14 Human Resources Referred for Introduction
Department
Board of Estimates 11/24/14, Personnel Board 11/19/14

11/11/14 COMMON COUNCIL Referred to the BOARD OF ESTIMATES
Additional referral to Personnel Board

11/11/14 BOARD OF ESTIMATES Refer to the PERSONNEL BOARD

14. [36081](#) Amending Section 3.53 of the Madison General Ordinances to include former represented employees.

Sponsors: Paul R. Soglin

Attachments: [BODY](#)

Legislative History

11/6/14 Attorney's Office/Approval Referred for Introduction
Group
Personnel Board (12/3), Common Council Organizational Committee (11/18/14), Board of Estimates (11/24); 1/6/15 Common Council Meeting

11/11/14 COMMON COUNCIL Referred to the PERSONNEL BOARD
Additional referrals to: Common Council Organizational Committee, Board of Estimates

11/11/14 PERSONNEL BOARD Refer to the COMMON COUNCIL ORGANIZATIONAL COMMITTEE

11/11/14 PERSONNEL BOARD Refer to the BOARD OF ESTIMATES

ADJOURNMENT

