



City of Madison

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

Agenda - Approved PERSONNEL BOARD

Wednesday, July 8, 2009

12:00 PM

210 Martin Luther King, Jr. Blvd.
Room 525 (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.

Если Вам необходима помощь устного или письменного переводчика, а также если Вам требуются материалы в иных форматах либо у Вас имеются особые пожелания в связи с доступом к данной услуге, мероприятию или программе, пожалуйста, позвоните по указанному ниже телефону и сообщите об этом не менее чем за три рабочих дня до соответствующей встречи.

Please contact Denise Nettum in Human Resources at 608-266-4615; TTY/Texnet 866-704-2340.

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

Minutes of the June 3, 2009 meeting.
<http://legistar.cityofmadison.com/calendar/#current>

PUBLIC COMMENT

NEW BUSINESS

1. [15212](#) Creating a new position (1.0 FTE) of Community Services Specialist 1 within the Community Development Division, Office of Community Services.

Sponsors: David J. Cieslewicz
Attachments: [CommServSpec1.pdf](#)
[Memo.pdf](#)
[PositionDescr.pdf](#)

Legislative History

6/25/09 Human Resources Referred for Introduction
 Department
 Board of Estimates, Personnel Board

2. [15274](#) Amending Section 3.54(1)(b) of the Madison General Ordinances by moving the classification of "Community Development Grants Supervisor" in Compensation Group 18, Range 15 to Compensation Group 18, Range 13, thereof.

Sponsors: David J. Cieslewicz

Legislative History

6/30/09 Attorney's Office/Approval Approved As To Form
 Group
 Board of Estimates, Personnel Board

3. [15209](#) Moving the Community Development Grants Supervisor classification from CG 18, Range 15 to Range 13 and creating a new vacant position of Community Development Grants Supervisor within the Community Development Division budget.

Sponsors: David J. Cieslewicz

Attachments: [CDGrantSup.pdf](#)

[MEMO.pdf](#)

[PositionDescr.pdf](#)

Legislative History

6/25/09 Human Resources Referred for Introduction
 Department
 Board of Estimates, Personnel Board

4. [15275](#) Amending Section 3.54(1)(f) of the Madison General Ordinances by moving the classification of "Mayoral Office Clerk" in Compensation Group 17, Range 9 to Compensation Group 17, Range 10, thereof.

Sponsors: David J. Cieslewicz

Legislative History

6/30/09 Attorney's Office/Approval Approved As To Form
 Group
 Board of Estimates, Personnel Board

5. [15210](#) Moving the Mayoral Office Clerk classification from CG 17 Range 9 to Range 10 and reallocating the existing position and incumbent to the new pay range.

Sponsors: David J. Cieslewicz

Attachments: [MayoralOfficeClerk.pdf](#)

[MayoralPositionDescr.pdf](#)

[Memo.pdf](#)

Legislative History

6/25/09 Human Resources Referred for Introduction
 Department
 Board of Estimates, Personnel Board

6. [15099](#) Accepting the report and recommendations of the Common Council Organizational Committee Subcommittee to Review City Hiring Practices and Policies.
- Sponsors:** Michael Schumacher
- Attachments:** [Final Report CCOC Subcommittee to Review Hiring Practices Policies](#)
[Final Report w/attachments CCOC Subcommittee to Review Hiring Practices Pc](#)

Legislative History

6/10/09	Council Office Common Council Organizational Committee, Personnel Board	Referred for Introduction
6/16/09	COMMON COUNCIL Additional Referral(s): Personnel Board	Referred to the COMMON COUNCIL ORGANIZATIONAL COMMITTEE
6/16/09	COMMON COUNCIL ORGANIZATIONAL COMMITTEE	Refer to the PERSONNEL BOARD

7. [15133](#) Creation of a new Grants Administrator 1-LTE position in the Community Development Division budget and amending the CDBG operating budget to provide \$30,150 in salary and benefit expense and offsetting federal revenues.

Sponsors: David J. Cieslewicz

Attachments: [grantsadminposdescrandjobstudy.pdf](#)
[Memo.pdf](#)

Legislative History

6/25/09	Human Resources Department Board of Estimates, Personnel Board	Referred for Introduction
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DISCUSSION ITEMS

8. [13378](#) New Personnel Rules - Entire Document..Title
- Attachments:** [Pers Rules Marcia J comments.pdf](#)
[PersonnelRules.pdf](#)

Legislative History

1/22/09	Human Resources Department	Refer to the PERSONNEL BOARD
3/4/09	PERSONNEL BOARD	Discuss and continue
5/6/09	PERSONNEL BOARD	Discuss and continue

ADJOURNMENT