



# City of Madison

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

## Agenda - Approved PERSONNEL BOARD

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Wednesday, September 2, 2015

12:00 PM

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

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Yog tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntaub ntawv 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 Denise Nettum, Human Resources, 266-4615,  
dnettum@cityofmadison.com

### **CALL TO ORDER / ROLL CALL**

### **APPROVAL OF MINUTES**

Approve the minutes of the July 22, 2015 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. [39819](#) Create the classification of Library Associate Director in CG 18, Range 16. Recreate the 1.0 FTE position #504 of Library Community Services Manager in CG 18, Range 14 (currently vacant) as Library Associate Director in CG 18, Range 16, within the Library operating budget.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Library Associate Director.pdf](#)

[Library Assoc Dir PD.pdf](#)

[Library Associate DirectorClassDes.pdf](#)

[2012 Library Org Chart.pdf](#)

[Library Org Chart 8-17-2015.pdf](#)

[Supv Analysis Form.pdf](#)

**Legislative History**

8/21/15 Human Resources Referred for Introduction  
Department  
Board of Estimates September 8, 2015, Personnel Board September 2, 2015, Common Council September 15, 2015

2. [39823](#) Delete the classification of Parks Community Services Manager in CG18, Range 14 and recreate it in CG18, R12. Recreate the vacant position #1520 in the permanent salary detail of the Parks Division budget as a 1.0 FTE Parks Community Services Manager in CG18, Range 12.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Parks CSM 8-2015 v2.pdf](#)

[Class Desc CSM.pdf](#)

[Parks CommunityServicesManager.pdf](#)

[Parks Org Chart -Inst - rev 5 - DIST.pdf](#)

**Legislative History**

8/21/15 BOARD OF ESTIMATES Referred for Introduction  
Board of Estimates September 8, 2015, Personnel Board September 2, 2015, Common Council September 15, 2015

3. [39820](#) Recreating the position #3307 of 1.0 FTE Engineering Program Specialist 1 in CG16-17 as an Engineering Program Specialist 2 (job class code #F053) in CG16-19, in the Engineering Division Operating Budget; and reallocating the incumbent, D. Wipperfurth, to the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Eng Prog Spec 1 \(Wipperfurth\) 8-2015 v3.pdf](#)

[Eng Prog Spec 1PD \(Wipperfurth\).pdf](#)

**Legislative History**

8/21/15 Human Resources Referred for Introduction  
Department  
Board of Estimates September 8, 2015, Personnel Board September 2, 2015, Common Council September 15, 2015

4. [39821](#) Recreating the position #1072 of 1.0 FTE Engineering Program Specialist 1 in CG16-17 as an Engineering Program Specialist 2 (job class code # F053) in CG16-19, in the Engineering Division Operating Budget; and reallocating the incumbent, L. Zenchenko, to the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Eng Prog Spec 1 \(Zenchenko\) 8-2015 v3.pdf](#)  
[Eng Prog Spec 1 PD.pdf](#)

**Legislative History**

8/21/15 Human Resources Referred for Introduction  
 Department  
 Board of Estimates September 8, 2015, Personnel Board September 2, 2015, Common Council September 15, 2015

5. [39822](#) Delete the classification of Engineering Financial Manager in CG18, R12, and recreate it in CG18, R14. Recreate position #1104 as a 1.0 FTE Engineering Financial Manager in CG18, Range 14, and reallocate the incumbent (S. Danner-Rivers) to the new position, in the Engineering Division budget.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Eng Fin Mgr 8-2015 v2.pdf](#)  
[Eng Fin Mgr PD.pdf](#)

**Legislative History**

8/21/15 Human Resources Referred for Introduction  
 Department  
 Board of Estimates September 8, 2015, Personnel Board September 2, 2015, Common Council September 15, 2015

6. [39830](#) Adopting updates to the City of Madison Personnel Rules.

**Sponsors:** Paul R. Soglin

**Attachments:** [Memo to Council 2015.pdf](#)  
[Personnel Rules Update Draft 8-2015.pdf](#)

**Legislative History**

8/21/15 Human Resources Referred for Introduction  
 Department  
 Personnel Board September 2, 2015, Common Council September 15, 2015

**ADJOURNMENT**