



City of Madison

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

Agenda - Approved PERSONNEL BOARD

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Wednesday, April 17, 2024

1:30 PM

Virtual

The City of Madison is holding the Personnel Board meetings virtually in 2024.

1. **Written Comments:** You can send comments on agenda items to personnelboard@cityofmadison.com.

2. **Register for Public Comment:**

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

3. **Watch the Meeting:** If you would like to join the meeting as an observer, please visit <https://www.cityofmadison.com/watchmeetings>.

4. **Listen by Phone:**

(877) 853-5257 (Toll Free)

Webinar ID: 839 0787 4663

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

For accommodations, contact: Juan Ortiz in Human Resources at (608) 266-4615, jortiz@cityofmadison.com.

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

Approve the minutes of the 3/6/24 meeting of the Personnel Board:
<http://madison.legistar.com/Calendar.aspx>

PUBLIC COMMENT

1. [82819](#) Public Comment (4/17/24 Personnel Board Meeting)
Attachments: [4-17-24 PB RegistrantsReport.pdf](#)

DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

NEW BUSINESS

2. [82820](#) Create the classification of "Community Development Manager" in CG18, Range 15. Delete the classification of "Community Development Grants Supervisor" from CG18, R15. Recreate the 1.0 FTE positions #111 and #4252 as "Community Development Manager" (CG18, R15) and reallocate the employees.

Sponsors: Director of Human Resources

Attachments: [PB Memo CD Program Manager.pdf](#)

[CDD Program Manager PD.pdf](#)

[Community Development Manager 3-2024.doc](#)

Legislative History

4/5/24	Human Resources Department Finance Committee (5/6/24), Personnel Board (4/17/24), Common Council (5/7/24)	Referred for Introduction
4/16/24	COMMON COUNCIL Additional referral to Personnel Board (4/17/24)	Referred to the FINANCE COMMITTEE
4/16/24	FINANCE COMMITTEE	Referred to the PERSONNEL BOARD

3. [82821](#) Recreate position #1471 of Account Clerk 3 as an Administrative Assistant in CG 20, Range 14 in the Parks operating budget and reallocate the employee.

Sponsors: Director of Human Resources And Amani Latimer Burris

Attachments: [PB Memo Account Clerk 3 Parks.pdf](#)

Legislative History

4/5/24	Human Resources Department Finance Committee (5/6/24), Personnel Board (4/17/24), Common Council (5/7/24)	Referred for Introduction
4/16/24	COMMON COUNCIL	Referred to the FINANCE COMMITTEE

4. [82836](#) Delete the classification of "Employee Assistance Program Manager" from CG18, R15 in the salary schedule and recreate the classification in CG21, R18. Recreate the 1.0 FTE position #862 as "EAP Director" (CG21, R18) and reallocate the employee.

Sponsors: Director of Human Resources

Attachments: [PB Memo EAP Manager.pdf](#)

Legislative History

4/8/24	Human Resources Department Finance Committee (5/6/24), Personnel Board (4/17/24), Common Council (5/7/24)	Referred for Introduction
4/16/24	COMMON COUNCIL Additional referral to Personnel Board (4/17/24)	Referred to the FINANCE COMMITTEE
4/16/24	FINANCE COMMITTEE	Referred to the PERSONNEL BOARD

ADJOURNMENT