



City of Madison

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

Agenda - Approved PERSONNEL BOARD

Wednesday, March 7, 2018

3:30 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 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 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 January 17, 2018 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. [50719](#) Create the classification of Police Records Custodian in CG18, R10 and recreate the new position in the Police operating budget as a Police Records Custodian.

Sponsors: Paul R. Soglin

Attachments: [PB Memo Police Records Custodian 3-2018.pdf](#)

[Police Records Custodian Class Spec.pdf](#)

Legislative History

2/26/18 Human Resources Referred for Introduction
 Department
 Finance Commutee (March 12, 2018 meeting), Personnel Board (March 7,2018 meeting) ,
 Common Council (March 20, 2018 meeting).

2. [50717](#) Create the classification of Training Center Coordinator in CG18, R5 and recreate the new position in the Police operating budget as a Training Center Coordinator.

Sponsors: Paul R. Soglin
Attachments: [PB Memo Training Center Coord.pdf](#)
[PD Police Training Center Coordinator.pdf](#)
[Training Facility Coordinator 2-2018.pdf](#)

Legislative History

2/26/18 Human Resources Referred for Introduction
 Department
 Finance Committee (March 12, 2018 meeting), Personnel Board (March 7, 2018 meeting),
 Common Council (March 20, 2018 meeting).

3. [50723](#) Delete the classification of Water Construction Supervisor in CG 18, Range 9. Create a new classification of Construction Supervisor in CG18, R9, recreate positions in Engineering and the Water Utility as Construction Supervisors .

Sponsors: Paul R. Soglin
Attachments: [PB Memo Construction Supe Eng 3-2018.pdf](#)
[Eng Org Chart .pdf](#)

Legislative History

2/26/18 Human Resources Referred for Introduction
 Department
 Finance Committee (March 12, 2018 meeting), Personnel Board (March 7, 2018 meeting),
 Common Council (March 20, 2018 meeting).

4. [50720](#) Delete the the classification of Waterworks Operator 2 in CG16, R15, recreate it in CG16, R17 and reallocate the incumbents to the new classification at the Water Utility.

Sponsors: Paul R. Soglin
Attachments: [PB Memo Waterworks Op 2 3-2018.pdf](#)
[PD Waterworks Operator 2.pdf](#)

Legislative History

2/26/18 Human Resources Referred for Introduction
 Department
 Finance Committee(March 12, 2018 meeting), Personnel Board (March 7, 2018 meeting),
 Common Council (March 20, 2018 meeting)

5. [50724](#) Recreate the classification of Equal Opportunities Manager in CG18, R15, and reallocate the incumbent to the new range.
- Sponsors:** Paul R. Soglin
Attachments: [Memo EO Mgr and AA Mgr 10-2017.pdf](#)
[Bishop Appeal Response.pdf](#)
[11.10.17 Byron Bishop Appeal Clarifications.pdf](#)
- Legislative History**
- | | | |
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| 2/26/18 | Human Resources
Department | Referred for Introduction |
|---------|-------------------------------|---------------------------|
- Finance Committee (March 12, 2018 meeting), Personnel Board (March 7, 2018 meeting), Common Council (March 20, 2018 meeting)
6. [50726](#) Recreate the classification of Affirmative Action Manager in CG 18, R15, and reallocate the incumbent to the new range.
- Sponsors:** Paul R. Soglin
Attachments: [Memo EO Mgr and AA Mgr 10-2017.pdf](#)
[Jones Appeal Response.pdf](#)
[Felicia Jones appeal email.pdf](#)
- Legislative History**
- | | | |
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| 2/26/18 | Human Resources
Department | Referred for Introduction |
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- Finance Committee (March 12, 2018 Meeting), Personnel Board (March 7, 2018 meeting), Common Council (March 20, 2018 meeting)
7. [50733](#) Create a new classification of Transit Accountant 4 in CG44, R 12, and recreate a Transit Accountant 3 position (CG44, R10) to a Transit Accountant 4 and reallocate the incumbent to the new position at Metro Transit.
- Sponsors:** Paul R. Soglin
Attachments: [PB Memo-Transit Accountant 3 3-2018.pdf](#)
[Jeff Daniels PD.PDF](#)
[ClassDescTransit Accountant 1-4.pdf](#)
- Legislative History**
- | | | |
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| 2/26/18 | Human Resources
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- Finance Committee (March 12, 2018 meeting), Personnel Board (March 7, 2018 meeting), Common Council (March 20, 2018).
8. [50734](#) Create the classification of Transit Information Systems Specialist 3 in CG44, R10, and recreate a Transit Information Systems Specialist 2 in CG44, R8 to a Transit Information Systems Specialist 3 and reallocate the incumbent to the new position.
- Sponsors:** Paul R. Soglin
Attachments: [PB Memo Transit Info Systems Specialist 2 3-2018.pdf](#)
[Nancy Uy PD.pdf](#)
[ClassDescTransit InfSysSpec1-3.pdf](#)
- Legislative History**

2/26/18 Human Resources Referred for Introduction
 Department
 Finance Committee (March 12, 2018 meeting), Personnel Board (March 7, 2018 meeting),
 Common Council (March 20, 2018 meeting).

9. [50728](#) Create a new classification of Parking Asset/GIS Coordinator in CG18, R10 and recreate a vacant Engineering Program Specialist 1 position as a Parking Asset/GIS Coordinator at the Parking Utility.

Sponsors: Paul R. Soglin

Attachments: [PB Memo Parking Asset GIS Coordinator 3-2018.pdf](#)

[PD Parking Asset GIS Coord 3-2018.pdf](#)

Legislative History

2/26/18 Human Resources Referred for Introduction
 Department
 Finance Committee (March 12, 2018 meeting), Personnel Board (March 7, 2018 meeting),
 Common Council (March 20, 2018 meeting).

- 10 [50722](#) Create a new classification of Sustainability Program Coordinator in CG18, R10; and recreate the new position in the Engineering operating budget as a Sustainability Program Coordinator.

Sponsors: Paul R. Soglin

Attachments: [PB Memo Sustainability Prog Coord Eng 3-2018.pdf](#)

[PD Sustainability Coordinator v2.pdf](#)

Legislative History

2/26/18 Human Resources Referred for Introduction
 Department
 Finance Committee (March 12, 2018 meeting), Personnel Board (March 7, 2018 meeting),
 Common Council (March 20, 2018 meeting).

11. [50762](#) Delete the classification of Pedestrian Bicycle Coordinator in CG18, R6 and create a new classification of Pedestrian Bicycle Administrator in CG 18, R10. Recreate the vacant Pedestrian Bicycle Coordinator position as a Pedestrian Bicycle Administrator in Traffic Engineering.

Sponsors: Paul R. Soglin

Attachments: [PB Memo Ped Bike Administrator 3-2018.pdf](#)

[ClassDesc Ped Bike Administrator.pdf](#)

Legislative History

2/27/18 Human Resources Referred for Introduction
 Department
 Finance Committee (March 12, 2018 meeting), Personnel Board (March 7, 2018 meeting),
 Common Council (March 20, 2018 meeting).

ADJOURNMENT