



# 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?*

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Wednesday, March 17, 2021

3:30 PM

Virtual Meeting  
Room 206 (Madison Municipal Building)

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The City of Madison is holding the Personnel Board meeting virtually to help protect our community from the Coronavirus (COVID-19) pandemic.

1. Written Comments: You can send comments on agenda items to [personnelboard@cityofmadison.com](mailto: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 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)  
Meeting ID: 942 8003 4141

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.

Please contact Brooke Gillitzer in Human Resources at 608-266-4615, [bgillitzer@cityofmadison.com](mailto:bgillitzer@cityofmadison.com)

**CALL TO ORDER / ROLL CALL**

**PUBLIC COMMENT**

1. [64612](#) Public Comment (3/17/21 Personnel Board Meeting)  
**Attachments:** [PB 3-17-21 Registrants Report.pdf](#)

**DISCLOSURES AND RECUSALS**

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

**APPROVAL OF MINUTES**

Approve the minutes of the January 6, 2021 meeting of the Personnel Board:  
<http://madison.legistar.com/Calendar.aspx>

**NEW BUSINESS**

2. [64331](#) Recreate the 1.0 FTE position #3891 of Administrative Clerk 1 (CG20, R9), currently occupied by B. Hogendorn, as a "Program Assistant 1" (CG20, R11) in the CDA Housing Operations Division budget and reallocate the incumbent to the new position.

**Sponsors:** Satya V. Rhodes-Conway

**Attachments:** [PB Memo Admin Clerk Housing.pdf](#)  
[PD BI Program Asst.pdf](#)

**Legislative History**

2/22/21	Human Resources Department Finance Committee (3/22/21), Personnel Board (3/17/21), Common Council (3/30/21).	Referred for Introduction
3/16/21	COMMON COUNCIL Additional referral to Personnel Board	Referred to the FINANCE COMMITTEE
3/16/21	FINANCE COMMITTEE	Referred to the PERSONNEL BOARD

3. [64552](#) Create the classification of Transit Safety Coordinator in CG 44, Range 5 in the salary schedule; and recreate the new position #4850 as a Transit Safety Coordinator in Metro Transit's operating budget.

**Sponsors:** Satya V. Rhodes-Conway

**Attachments:** [PB Memo Transit Safety Coordinator 3-2021 Final.pdf](#)  
[Transit Safety Coordinator 3-2021 Class Spec.pdf](#)

**Legislative History**

3/5/21	Human Resources Department Finance Committee (3/22/21), Personnel Board (3/17/21), Common Council (3/30/21).	Referred for Introduction
3/16/21	COMMON COUNCIL Additional referral to Personnel Board	Referred to the FINANCE COMMITTEE
3/16/21	FINANCE COMMITTEE	Referred to the PERSONNEL BOARD

**ADJOURNMENT**