



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, July 20, 2022

3:30 PM

Virtual

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.

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: 893 1500 1867

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.

Please contact Katarina Klafka in Human Resources at (608) 266-4615, kklafka@cityofmadison.com.

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

Approve the minutes of the June 22, 2022 meeting of the Personnel Board:
<http://madison.legistar.com/Calendar.aspx>

1. [72707](#) Public Comment (7/20/22 Personnel Board Meeting)

DISCLOSURES AND RECUSALS

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

NEW BUSINESS

2. [72701](#) Delete the classification of "Library Maintenance Coordinator" (CG15, R11) and create the new classification of "Library Facility and Maintenance Coordinator" in CG15, R12. Recreate the 1.0 FTE position #488 as "Library Facility and Maintenance Coordinator" (CG15, R12) and reallocate the incumbent, B. Jensen to the new position, within the Library Operating Budget.

Sponsors: Satya V. Rhodes-Conway

Attachments: [PB Memo Library Maintenance Coord.pdf](#)
[Library Maint Coord PD.docx](#)

Legislative History

7/14/22 Human Resources Department Referred for Introduction
 Finance Committee (7/25/22), Personnel Board (7/20/22), Common Council (8/2/22)

3. [72702](#) Recreate position #3815 of Administrative Clerk 1 as a Program Assistant 1 in CG 20, Range 11 and reallocate the employee, C. Abarca, to the new position.

Sponsors: Satya V. Rhodes-Conway

Attachments: [PB Memo Administrative Clerk 1 - Parks.pdf](#)

Legislative History

7/14/22 Human Resources Department Referred for Introduction
 Finance Committee (7/25/22), Personnel Board (7/20/22), Common Council (8/2/22)

4. [72704](#) Create a new classification of Transit HR Coordinator in CG44, R8. Recreate the current position (#2785) of Transit Administrative Supervisor as a Transit HR Coordinator and reallocate incumbent, A. Schroeder, to the new position.

Sponsors: Satya V. Rhodes-Conway

Attachments: [PB Memo Transit HR Coordinator 7-2022.pdf](#)

Legislative History

7/14/22 Human Resources Department Referred for Introduction
 Finance Committee (7/25/22), Personnel Board (7/20/22), Common Council (8/2/22)

5. [72705](#) Delete the classification of Water Hydrant Inspector in CG16, R12, and create a

new classification of Water Hydrant Inspector in CG16, R13. Recreate position numbers #1842, #1843, #4095 to Water Hydrant Inspector (CG16, R13), and reallocate incumbents R. Lockner, K. Erickson, and D. Laux into the new positions in the Water Utility operating budget.

Sponsors: Satya V. Rhodes-Conway

Attachments: [Hydrant Inspector PB Memo 5-2022.pdf](#)

[Appeal Letter \(1\).pdf](#)

[Water Hydrant Appeal Response.pdf](#)

Legislative History

7/14/22 Human Resources Referred for Introduction
Department
Finance Committee (7/25/22), Personnel Board (7/20/22), Common Council (8/2/22)

DISCUSSION ITEMS

6. [72706](#) Position study appeal to Personnel Board by employee (K. Daane) of denial for reclassification request of Dispatcher at Water Utility.

Attachments: [Denial Memo Dispatcher 1-2021 FINAL.pdf](#)

[AppealLetter \(KDaane\).pdf](#)

[Daane WU Dispatch Appeal Response \(002\).pdf](#)

ADJOURNMENT