



# City of Madison

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

## Meeting Minutes - Approved PERSONNEL BOARD

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Wednesday, April 11, 2012

12:00 PM

210 Martin Luther King, Jr. Blvd.  
Room 103A (City-County Building)

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### CALL TO ORDER / ROLL CALL

**Others present:** Emaan Abdel-Halim, Thomas Campbell, Harper Donahue, Susan Lee, Mike Lipski, Sarah Olson, Julie Trimbell and Susan Williams.

**Present:** 4 -

Darold D. Lowe; Duane F. Hinz; Sandra R. Martinson and Sylvia A. Thornton

**Absent:** 1 -

Judy J. Hughes

### APPROVAL OF MINUTES

A motion was made by Hinz, seconded by Martinson, to Approve the Minutes.  
The motion passed by voice vote/other.

### PUBLIC COMMENT

Mike Lipski introduced new Human Resources Analysts: Emaan Abdel-Halim and Sarah Olson.

### DISCLOSURES AND RECUSALS

No Disclosures or Recusals were made.

### NEW BUSINESS

#### 25820

Recreate the 1.0 FTE position, #415, of Librarian 2, (CG33, R02), currently occupied by J. Anderson, as a Librarian 3 (CG33, R03) in the Library Budget, and reallocate the incumbent to the new position.

**A motion was made by Hinz, seconded by Martinson, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**

#### 25821

Create the classification of Program Assistant 1 in CG32, R06 and recreate the 1.0 FTE position #529 of Administrative Clerk 1 (CG32, R 04), currently occupied by T. Campbell, as a 1.0 FTE Program Assistant 1 (CG32, R 06) within the Library Budget, and reallocate the incumbent to the new position.

**A motion was made by Hinz, seconded by Martinson, to Return to Lead with the Following Recommendation(s) to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**

**25819**

Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Police Public Information Specialist" in CG 18, Range 08, and creating the classifications of "Police Public Information Specialist 1" in CG18, Range 08, and "Police Public Information Specialist 2" in CG18, Range 10, thereof.

**This Ordinance was Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other. One motion was made for both file numbers 25819 and 25822**

**A motion was made by Martinson, seconded by Hinz.**

**25822**

Recreate a 1.0 FTE Police Public Information Specialist (CG18-08) position, currently occupied by J. DeSpain (#4021), as a Police Public Information Specialist 2 (CG18-10) within the Police Department budget and reallocate the incumbent to the new position.

**A motion was made by Martinson, seconded by Hinz, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.**

**ADJOURNMENT**

**A motion was made by Thornton, seconded by Martinson, to Adjourn. The motion passed by voice vote/other.**