

## BOARD OF CITY SERVICE COMMISSIONERS MINUTES

VIRTUAL Go To Webinar meeting of the Board of City Service Commissioners held TUESDAY, June 30, 2020, at 1:30 pm.

Commissioners	Francis Bock, President Marilyn Miller, Vice President Steve Smith Janet Cleary
Staff	Maria Monteagudo, Commission Secretary Patrick McClain, Assistant City Attorney Karen Biernat, Administrative Services Coordinator

A quorum being present, President Bock called the meeting to order at 1:31 pm.

The REGULAR MEETING MINUTES on June 16, 2020, were APPROVED.

(Commissioners Smith/Cleary, unanimous)

The Commission APPROVED the following CLASSIFICATION REPORTS as submitted. (Sarah Trotter, Human Resources Representative, DER, was present to answer questions on these items.)

### City Attorney

Current	Recommended
Assistant City Attorney V PR 2QX (\$97,420 - \$136,395) Recruitment may be at any rate in the range up to \$131,024 at the discretion of the City Attorney. (One Vacant Position)	Special Deputy City Attorney PR 1NX (\$103,841 - \$145,382) Recruitment may be at any rate in the range at the discretion of the City Attorney. (One Position)

Note: Residents receive a rate that is 3% higher.

### Department of Public Works – Operations Division – Fleet Services

Current	Recommended
Fleet Training Supervisor PR 1AX (\$48,670 - \$63,426) FN: Recruitment rate is \$56,746 (One Position)	Fleet Acquisition Manager PR 1EX (\$58,462 - \$81,844) FN: To receive 4.8% additional for snow/ice control overtime work (One Position)

Note: Residents receive a rate that is 3% higher

### Health Department

Current	Recommended
Medical Laboratory Technician PR 3DN (\$38,042 - \$44,399) (Four Positions)	Medical Laboratory Technician PR 3DN (\$38,042 - \$44,399) FN: Recruitment is \$40,694 FN: Recruitment may be at any rate in the pay range based upon experience and credentials with DER approval. (Four Positions)

Note: Residents receive a rate that is 3% higher.

**Health Department**

Current	Recommended
<i>New Positions</i>	Temporary Disease Intervention Specialist Supervisor PR 9QN (\$58,462 - \$81, 844) FN: Employees hired through temporary appointments to support the City's response to COVID-19 to be paid anywhere within the pay range consistent with experience and skills relevant to contract tracing activities. (15 Auxiliary Positions)
<i>New Positions</i>	Temporary Disease Intervention Specialist Coordinator PR 9RN (\$39,880 - \$55,825) FN: Employees hired through temporary appointments to support the City's response to COVID-19 to be paid anywhere within the pay range consistent with experience and skills relevant to contract tracing activities. (210 Auxiliary Positions)
<i>New Positions</i>	Temporary Public Health Aide PR 9SN (\$29,782 - \$35,902) FN: Employees hired through temporary appointments to support the City's response to COVID-19 to be paid anywhere within the pay range consistent with experience and skills relevant to contract tracing activities. (TBD Auxiliary Positions)
<i>New Positions</i>	Temporary Epidemiologist PR 9TN (\$62,338 - \$87,270) FN: Employees hired through temporary appointments to support the City's response to COVID-19 to be paid anywhere within the pay range consistent with experience and skills relevant to contract tracing activities. (Seven Auxiliary Positions)

Note: Residents receive a rate that is 3% higher.

(Commissioners Cleary/Smith, unanimous)

The Commission APPROVED the CLASSIFICATION REPORT OF PROBATIONARY PERIOD(S) as submitted. (Sarah Trotter, Human Resources Representative, DER, was present to answer questions on these items.)

(Commissioners Smith/Cleary, unanimous)

The Commission APPROVED the REINSTATEMENT of Caitlyn Stockhousen to the position of Disease Intervention Specialist, MHD. (Rocio Serna, Human Resources Officer and Le'Nake Horton, Human Recourses Representative, were present to answer questions on this item).

(Commissioners Miller/Cleary, unanimous)

The Commission APPROVED the communication from the Assessor's Office requesting a TEMPORARY APPOINTMENT for 180 days for Tim Krystowiak, Senior Property Appraiser I, retroactive to June 29, 2020 and ending December 23, 2020. (Steve Miner, Commissioner and Steven Schwoerer, Assessment Operations Director were present to answer questions on this item).

(Commissioners Miller/Cleary, unanimous)

The Commission APPROVED the communication from the Assessor's Office requesting a TEMPORARY APPOINTMENT for 180 days for Jim Siebers, Senior Property Appraiser I, retroactive to July 27, 2020 and ending January 21, 2021. (Steve Miner, Commissioner and Steven Schwoerer, Assessment Operations Director were present to answer questions on this item).

(Commissioners Miller/Cleary, unanimous)

The Commission APPROVED the communication from the Assessor's Office requesting a TEMPORARY APPOINTMENT for 180 days for David Lehner, Senior Property Appraiser I, retroactive to June 29, 2020 and ending December 23, 2020. (Steve Miner, Commissioner and Steven Schwoerer, Assessment Operations Director were present to answer questions on this item).

(Commissioners Miller/Cleary, unanimous)

The Commission APPROVED the communication from the Department of City Development to RE-EXEMPT the position of Long Range Planning Manager, PR 2KX. (Vanessa Armstrong, Human Resources Officer, DCD, and Kristin Urban, Staffing Services Manager, DER, were present to answer questions on this item).

(Commissioners Cleary/Smith, unanimous)

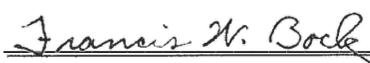
The Commission APPROVED the communication from the Election Commission to RE-EXEMPT the position of Business Systems Administrator, PR 2JX. (Neil Albrecht, Director, EC, and Kristin Urban, Staffing Services Manager, DER, were present to answer questions on this item).

(Commissioners Smith/Miller unanimous)

There being no further business, the meeting adjourned at 1:49 p.m.

(Commissioners Cleary/Miller, unanimous)

ATTEST:

  
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FRANCIS BOCK  
PRESIDENT

  
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MARIA MONTEAGUDO  
DIRECTOR, EMPLOYEE RELATIONS