

Minutes

CIVIL SERVICE COMMISSION

March 15, 2001, 7:36 p.m.

Present: Commissioners Bernard Kramer, Ronald Pezze, Jerome Hudy, Jocelyn Bubolz

Excused: Michael Burr

Also Present: Director of Human Resources Tamara Potkay and Employee Representative Patt Kure

Chairperson Bernard Kramer called the Civil Service Commission of March 15, 2001 to order at 7:36 p.m.

APPROVAL OF MINUTES OF NOVEMBER 28, 2000 CIVIL SERVICE COMMISSION MEETING

Motion by Comm. Hudy to approve the November 28, 2000 Minutes with the correction of Jennifer Brown name changed to Jennifer Johnson. Seconded by Comm. Kramer and carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 11, 2000 CIVIL SERVICE COMMISSION MEETING

Motion by Comm. Hudy to approve the December 11, 2000 Minutes as presented. Seconded by Comm. Pezze and carried unanimously.

GENERAL DISCUSSION ON NEW POSITIONS, CHANGES, ETC. FROM THE DIRECTOR OF HUMAN RESOURCES

Mary Lynn Karolewski was added to the New Berlin Fire Department as Secretary.

Greg Kessler was appointed Director of Community Development.

Nikki Jones was appointed to Associate Planner.

Olofu Agbaji was appointed to Associate Planner.

Mark Lake was appointed to Director of Planning. The position of Assistant Director is unfilled.

Karin Ambrosh was appointed Office Coordinator for Department of Finance and Utilities.

BONUS PROGRAM FOR CIVIL SERVICE EMPLOYEES

The program became effective January 1, 2001. Department heads are assembling recommendations.

POLITICAL CLIMATE

It has been observed that employees are under stress because of discussion associated with the Elections.

Motion by Comm. Bubolz to move into Closed Session. Seconded by Comm. Hudy and carried unanimously.

CLOSED SESSION

The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(c) of the Wisconsin State Statutes.

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Decision Band Recommendations -

Motion by Comm. Kramer to move into Open Session. Seconded by Comm. Bubolz and carried unanimously.

OPEN SESSION

POSSIBLE ACTION ON DECISION BAND RECOMMENDATIONS

Motion by Comm. Kramer to recommend to Council to approve the banding for the position of office coordinator - finance and utilities at B-2-2 and direct the City Attorney to prepare the proper ordinance. Seconded by Comm. Hudy and carried unanimously.

Motion by Comm. Kramer to recommend to Council to approve the banding for the position of office coordinator - community development at C-4-1 and direct the City Attorney to prepare the proper ordinance. Seconded by Comm. Bubolz and carried unanimously.

Motion by Comm. Kramer to recommend to Council to approve the banding for the position of Director of Human Resources at D-7-2 and direct the City Attorney to prepare the proper ordinance. Seconded by Comm. Pezze and carried unanimously.

Motion by Comm. Pezze to recommend to Council to modify Section 4.18(3)(a) of the municipal code by including asterisks indicating unclassified positions and refer readers to Section 4.03(1) and direct the City Attorney to prepare the proper ordinance. Seconded by Comm. Bubolz and carried unanimously.

NEXT MEETING DATE

The next Civil Service Commission Meeting will be held at 7:30 a.m. on May 10, 2001.

Motion by Comm. Pezze to adjourn the meeting at 9:00 a.m. Seconded by Comm. Hudy and carried unanimously.

Ronald Pezze, Secretary
Civil Service Commission