

Minutes

CIVIL SERVICE COMMISSION

March 23, 2000 7:30 a.m.

Present: Commissioners Bernie Kramer, Jerry Hudy, Jocelyn Bubolz and Ronald Pezze

Also present: Director of Human Resources Tami Potkay

The Civil Service Commission Meeting of March 23, 2000 was called to order at 7:30 a.m. by Chairperson Bernie Kramer.

APPROVAL OF MINUTES

Motion by Chairman Kramer to approve the February 8, 2000 Minutes. Seconded by Commissioner Bubolz and carried unanimously.

Motion by Commissioner Pezze to approve the November 15, 1999 Minutes. Seconded by Commissioner Bubolz and carried unanimously.

Motion by Chairman Kramer to accept the September 14, 1999 Minutes. Seconded by Commissioner Hudy and carried with Commissioners Bubolz and Pezze voting present.

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

Director of Human Resources Tami Potkay provided the Commission her March 22, 2000 Requested Action memo regarding her recommendation to Mayor Gatzke and the Common Council to replace a full-time position of Court Clerk with the position of Office Coordinator. The rationale behind her request was discussed. This item is scheduled on the Committee of the Whole Agenda for March 28, 2000.

NEW CIVIL SERVICE EMPLOYEES/None

ETHICS BOARD APPOINTMENT

After discussion of his past performance, pursuant to Section 1.15(6)(b), Chairman Bernie Kramer reappointed Mr. Lee Sisson to another three year term on the Ethics Board.

Motion by Chairperson Kramer to convene into Closed Session. Seconded by Commissioner 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 Committee Recommendations -

Motion by Chairperson Kramer to convene into Open Session. Seconded by Commissioner Hudy and carried unanimously.

OPEN SESSION

DECISION BAND COMMITTEE RECOMMENDATIONS

Upon completion of business during Closed Session, the Commission discussed the DBM's recommendation to retitle the position of Building Maintenance Supervisor to Building Maintenance Manager and to change the banding for that position. Also discussed was the banding of the Office Coordinator - Courts position.

Motion by Chairman Kramer to recommend to Council to approve the Decision Band Committee's banding for Building Maintenance Supervisor at C-5-2 and to retitle this position to Building Maintenance Manager. Seconded by Commissioner Bubolz and carried unanimously.

Motion by Chairman Kramer to recommend to Council to approve the Decision Band Committee's banding of Office Coordinator - Courts at B-2-3. Seconded by Commissioner Bubolz and carried unanimously.

Motion by Chairman Kramer to recommend to Council to direct the City Attorney to prepare the proper Ordinance to amend Chapter 4 to include the approved changes. Seconded by Commissioner Hudy and carried unanimously.

NEXT MEETING DATE

The next Civil Service Commission Meeting will be held at 7:30 a.m. on April 27, 2000.

Motion by Commissioner Hudy to adjourn at 8:20 a.m. Seconded by Commissioner Bubolz and carried unanimously.

Ron Pezze, Acting Secretary
Civil Service Commission