

PROCEEDINGS OF THE CITY OF NEW BERLIN
CIVIL SERVICE COMMISSION MEETING MINUTES
April 11, 2008 – 8:00am
NEW BERLIN CITY HALL, 3805 S. Casper Drive
Council Chambers

Please note: Minutes are unofficial until approved by the Civil Service Commission at their next regularly scheduled meeting.

Present: Virginia Moths, Gary Gray, Bernard Kramer, Kelly Parbs, Helen Uhan
Also Present: Marilyn Gauger, Tami Potkay, and others

Chairperson Moths called the meeting to order at 8:00 am

APPROVAL OF MINUTES: April 4, 2008
Motion by Commissioner Helen Uhan to Approve Minutes
Second by Kelly Parbs
Approved Unanimously

REPORT OF ACTION TAKEN BY COMMON COUNCIL ON RESOLUTION 08-08 AND REQUEST FROM COMMISSION FOR REVISIONS TO CHAPTER 11 CIVIL SERVICE CODE

Resolution 08-08 (the re-banding of 2 positions) has been tabled.
The Common Council has decided to wait until Sec 11-20 is finished and then will consider Chapter 11 all at one time.

DISCUSSION OF FUTURE DBM METHOD AND POLICY

It was suggested to the Mayor that a call for new Decision Band Members be made since some of the existing members do not want to meet in open session. The Mayor has refused to call for new members thus making new appointments impossible.

A few outside consulting firms have been contacted to learn what other cities are doing regarding re-banding and reclassification of positions as the Decision Band Method is not practiced by other communities and the process is not supported by any other companies.

Job Classification and Salary Review Peer Procedure Policy was reviewed as outlined by Mark Blum .

E. Add possible verbiage about the review process having a goal of 2 months.

H. Check with Mark Blum regarding the necessity of an outside consultant.

Some general wording about the possibility of an outside reclassification may need to be added.

The City of New Berlin jobs have been reclassified by an outside firm in 1997 by Ernst & Young and in 2005 by Carlson Dettmann.

F is now...With respect to department head etc.

G is now...Upon receipt of the report, the Civil Serviceetc.

We would recommend that the Job Classification and Salary Review Peer Procedure Policy Sections A – H be inserted under the Code.

REPORT FROM DIRECTOR OF HUMAN RESOURCES None

PRIVILEGE OF THE FLOOR None

NEXT MEETING: April 16, 2008 8:00am

ADJOURN:

Motion by Kelly Parbs to adjourn meeting. Second by Comm. Gary Gray Approved Unanimously 9:06 am

Submitted by Helen Uhan, Secretary, Civil Service Commission