

**City of New Berlin Civil Service Commission  
Minutes of the July 7, 2006 Meeting  
Revised**

- Present:** Commissioners Kelly Parbs, Gary Gray, Virginia Moths
- Also present:** Mark Blum, Tami Potkay, Marilyn Gauger, Cheryl Bowers, Karen Nork, Patt Kure
- Excused:** Commissioner Bernie Kramer
- Unexcused:** Commissioner Helen Uhan

Chairman Virginia Moths called the Civil Service Commission meeting to order at 8:00 AM.

**Approval of Minutes**

Minutes of the May 5 and June 2 meeting could not be approved because they were not available.

**Presentation Questions and Answer- Mark Blum**

Mark Blum made comments about allowable grievance issues under the civil service ordinance. Prior to 2004, there were parts of the civil service code that dealt with the pay for performance plan and compensation. As a result of the report of the consultant hired in 2004, there was a change in the ordinance in 2004 to remove some of those elements. The Commission's authority deals with the response to the investigation of grievances. Those would be matters that would be reviewed when an employee has an issue with respect to discipline brought against them. Issues that deal with compensation are not elements that the Commission would deal with. The Commission is the last word in issues of grievances that may be brought by employees with regard to discipline. The Decision Band Committee met three weeks ago per Tami Potkay. Tami coordinates the meetings. If a position was banded and the banding was lowered, it would go through the Banding Committee and ultimately go to the Common Council for official action. If a position is being evaluated, the Banding Committee makes a recommendation to the Common Council. The Council adopted the consultants recommendations with respect to lowering of position grades, so those did not go through the Decision Band Committee. The consultant did a market analysis for the city. The consultant did not do banding of positions. The bands of certain positions were not changed, the salary grades were changed. The first question the Commission would need to ask itself if a matter were brought to it by an employee is whether the matter is covered under the Civil Service Code.

**Adjourn**

Commissioner Gray moved and Commissioner Moths seconded the motion to adjourn. The motion carried unanimously and the meeting was adjourned at 8:40 AM.