

**AGENDA OF ITEMS TO BE CONSIDERED
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: January 31, 2018

TIME: 9:00 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: January 31, 2018
CCFN 171477

Funding Source - 100% Operating
Budget Unless Otherwise Indicated

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Number of Positions With Same Title					CSC Status and/or Funding Source	Int/Ext Fill	Code
				Auth.	Filled excl. this pos.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>DOA-OFFICE OF THE DIRECTOR</u>											
5139	Community Engagement & Achiev. Collaborative Mgr.	2JX	1/22/18	1	0	1	0	0	40% CDBG	Int/Ext	x-2b
<u>CITY ATTORNEY</u>											
5106	Asst. City Attorney V	2QX	12/17/17	34	31	1	2	0		Int/Ext	x-2b
<u>DEPT. OF CITY DEVELOPMENT</u>											
5115	In Rem Property Disposition Mgr.	1EX	7/28/18	1	0	1	0	0	20% CDBG	Int/Ext	x-3
5140	Accounting Mgr.-City Development	1GX	2/3/18	1	0	1	0	0		Int/Ext	x-3
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
5148	Business Operations Analyst	2FX	2/10/18	1	0	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
5125	Battalion Chief, Fire (4 positions)	4MX	12/15/17 12/23/17 12/30/17 12/31/17	15	11	4	0	0		Int	x-1
5126	Fire Captain (4 positions)	4J	3/11/18 3/11/18 3/11/18 3/11/18	49	43	4	0	2		Int	x-1
5127	Fire Lieutenant (4 positions)	4E	11/28/17 3/11/18 3/11/18 3/11/18	152	143	4	0	5		Int	x-1
5128	Fire Lieutenant X	4E	3/11/18	152	143	1	0	8		Int	x-1
5129	Heavy Equip. Operator Y (8 pos.)	4D	various	150	130	8	0	12		Int	x-1
5130	Heavy Equip. Operator Z (4 pos.)	4D	8/1/17 10/1/17 10/20/17 12/23/17	150	130	4	0	16		Int	x-1
5131	Heavy Equip. Operator X	4D	8/21/17	150	130	1	0	19		Int	x-1
<u>HEALTH DEPARTMENT</u>											
5110	Environmental Health Spec.	3LN	1/5/18	18	17	1	0	0		Int/Ext	x-2b
<u>MUNICIPAL COURT</u>											
5116	Court Administrative Coordinator	1CX	2/10/18	1	0	1	0	0		Int	x-3
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
5121	Electrical Inspector (2 positions)	2HN	1/6/18 12/22/17	10	7	2	0	1		Ext	x-2a
5122	Office Assistant II	6EN	11/19/17	8	7	1	0	0		Ext	x-2b
5123	Office Assistant III (2 positions)	6FN	11/5/17 1/12/18	18	9	2	0	7		Int/Ext	x-2b

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<u>POLICE DEPARTMENT</u>											
5097	Emergency Comm. Oper. II (10 pos.)	5IN	Various	135	118	10	0	7		Int/Ext	x-1
5098	Mail Processor-PD	6FN	12/3/17	2	1	1	0	0		Int/Ext	x-2b
5133	Police Sergeant (5 positions)	4G-831	Various	199	198	5	0	0		Int	x-1
5134	Graphic Designer II	2AN	2/1/18	1	0	1	0	0		Int/Ext	x-2b
5135	Police Records Assistant Mgr.	1CX	1/3/18	1	0	1	0	0		Int/Ext	x-2b
5136	Police Records Specialist I	6FN		18	12	1	0	5		Int/Ext	x-2b
<u>DPW-INFRASTRUCTURE SERVICES</u>											
5112	Carpenter	7KN	1/4/17	10	9	1	0	0	30% Reimb.	Ext	x-2b
5113	Painter	7IN	10/22/16	10	9	1	0	0		Ext	x-2b
5114	Engineering Drafting Tech. V	3QN	1/1/18	3	2	1	0	0	100% Capital	Int/Ext	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
5111	Urban Forestry Crew Leader	7IN	12/14/17	25	21	1	0	3		Int	x-2b
5040	Sanitation Inspector	3BN	11/19/17	8	7	1	0	0		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>EMPLOYES' RETIREMENT SYSTEM</u>											
5132	Accounting Assistant II	6HN	11/18/17	2	1	1	0	0	Pension Trust	Int/Ext	x-6
5143	Program Assistant II	5FN	2/1/18	5	4	1	0	0	Pension Trust	Int/Ext	x-6
<u>HEALTH DEPARTMENT</u>											
5107	Lead Project Coordinator (CDBG)	2FX	11/19/17	1	0	1	0	0	CDBG	Int	x-6
5108	Environmental Hygienist	2DN	1/10/18	1	0	1	0	0	Lead Poisoning Prev.	Int/Ext	x-6
5117	Violence Prevention Research Coord.	2JX	1/13/18	1	0	1	0	0	50% COPS grant	Int/Ext	x-6
5118	Public Health Nurse Coord.	2GN	1/16/18	32	26	1	0	5	MBCCAP grant	Int/Ext	x-6
5119	Public Health Nurse I	2DN	1/28/18	32	26	1	0	5	Maternal & Child	Int/Ext	x-6
<u>DPW-SEWER MAINTENANCE</u>											
5103	Civil Engineer II	2GN	1/18/18	13	12	1	0	0	Sewer Maint. Cap.	Int/Ext	x-6
<u>DPW-WATER WORKS</u>											
5137	Water Meter Technician	7DN	1/12/18	22	21	1	0	0	Water Works	Int/Ext	x-6
5138	Water Distr. Repair Worker I	8FN	1/20/18	12	11	1	0	0	Water Works	Int/Ext	x-6
5141	Water Plant Automation Tech.	3KN	10/7/17	2	0	1	1	0	Water Works	Int/Ext	x-6