

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

DATE: October 26, 2022

TIME: 9:00 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

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

Finance & Personnel Committee Meeting: October 26, 2022
CCFN 220901

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-BUDGET AND MANAGEMENT DIVISION</u>											
9925	Budget & Fiscal Policy Operations Mgr.	1LX	10/24/22	1	0	1	0	0		Int	x-3
<u>ASSESSOR</u>											
9885	Office Assistant III	6FN	10/15/22	5	3	1	1	0		Int/Ext	x-2b
<u>CITY ATTORNEY</u>											
9905	Legal Office Assistant-Lead	6NN	10/29/22	2	1	1	0	0		Int/Ext	x-2b
9709	Legal Office Assistant	6JN	8/3/22	4	2	1	0	1		Ext	x-2b
9921	Paralegal	2EN	1/5/23	3	2	1	0	0		Ext	x-2b
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
9891	Human Resources Representative	2KX	10/8/22	7	6	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
9908	Office Coordinator	5EN	10/15/22	1	0	1	0	0		Int	x-2b
9909	Office Assistant IV	6HN	11/12/22	2	1	1	0	0		Int/Ext	x-2b
<u>HEALTH DEPARTMENT</u>											
9910	Family Violence Prevention Manager	2IX	11/1/22	1	0	1	0	0	12% Comm. For Youth Grant	Int/Ext	x-3
<u>LIBRARY</u>											
9892	Librarian III (2 positions)	2GN	10/9/21 11/29/22	65	59	2	0	4		Int/Ext	x-2b
9893	Library Reference Assistant	2CN	7/24/22	18	15	1	0	2		Int/Ext	x-2b
9894	Library Technical Services Specialist	5DN	7/24/22	8	6	1	0	1		Int/Ext	x-2b
<u>MUNICIPAL COURT</u>											
9841	Court Services Assistant IV	6HN	8/20/22	1	0	1	0	0		Int	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
9922	Res. Code Enforcement Inspector (2 pos.)	3LN	TBD	38	23	2	0	13		Int/Ext	x-2b
9923	Res. Code Enforcement Inspector (2 pos.) (Intern)	3LN	TBD	13	2	2	0	9		Int/Ext	x-2b
<u>POLICE DEPARTMENT</u>											
9886	Office Assistant III	6FN	7/24/22	21	11	1	0	9		Int/Ext	x-2b
9887	Police Records Specialist I (4 positions)	6FN	8/27/22 10/1/22 TBD TBD	18	14	4	0	0		Int/Ext	x-2b
9890	Garage Attendant	8DN	7/10/22	7	3	1	0	3		Int/Ext	x-2b
9895	Captain of Police	4NX-839	9/5/21	21	19	1	0	2		Int	x-1
<u>DPW-ADMINISTRATIVE SERVICES</u>											
9920	Accounting Assistant III	5EN	5/1/22	1	0	1	0	0		Int	x-2b
<u>DPW-INFRASTRUCTURE SERVICES</u>											
9918	Business Support Liaison	2HX	10/6/22	1	0	1	0	0		Int	x-2b
9926	Inventory Assistant II	6HN	NA	6	5	1	0	0	50% Capital	Int/Ext	x-2b

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NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)											
HEALTH DEPARTMENT											
9907	Community Outreach Specialist	2EN	11/1/22	1	0	1	0	0	Maternal & Child Health Grnt.	Int/Ext	x-6
9911	ReCast Program Manager	2IX	9/2/22	1	0	1	0	0	ReCast Grant	Int/Ext	x-6
9912	Doula Program Coordinator	2GN	11/1/22	1	0	1	0	0	Doula Grant	Int	x-6
9913	Clinic Assistant	5BN	9/3/22	5	3	1	0	1	WIC Grant	Int/Ext	x-6
9914	Public Hlth. Emerg. Response Plng. Coord.	2HX	8/20/22	2	1	1	0	0	Bioterrorism Preparedness	Int/Ext	x-6
9915	Public Health Nurse 3	2FN	9/16/22	4	2	1	0	1	ARPA	Int/Ext	x-6
9916	Home Environ. Health Inspector 4 (2 pos.)	3RN	8/21/22 8/21/22	14	8	2	0	4	HUD-Lead Abatement	Int/Ext	x-6
9924	Dietetic Technician	5CN	11/3/22	5	4	1	0	0	WIC Grant	Int/Ext	x-6
DPW-WATER WORKS											
9903	Water Distr. Repair Worker I	8LN	10/3/22	11	10	1	0	0	Water Works	Int	x-6
9902	Water Repair Worker	8LN	10/17/22	67	42	1	24	0	Water Works	Int/Ext	x-6
9901	Water Chief Repair Worker (2 positions)	8PN	10/17/22 10/17/22	15	12	2	1	0	Water Works	Int	x-6
9900	Office Assistant IV	6HN	10/23/22	2	1	1	0	0	Water Works	Int/Ext	x-6
9899	Customer Service Rep. III	6HN	10/9/22	16	9	1	6	0	Water Works	Int/Ext	x-6
9898	Accounting Assistant II	6HN	10/23/22	2	0	1	1	0	Water Works	Int/Ext	x-6
9897	Water Plant Automation Tech.	3MN	10/18/22	3	1	1	1	0	Water Works	Int/Ext	x-6
9896	Water Business Operations Mgr.	1IX	10/16/22	1	0	1	0	0	Water Works	Int/Ext	x-6
9917	Water Meter Services Manager	1EX	11/5/22	1	0	1	0	0	Water Works	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS

Finance and Personnel Committee Meeting: October 26, 2022
CCFN 220901

Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>DEPT. OF EMPLOYEE RELATIONS</u> Unemployment Compensation Long Term Disability Insurance	\$72,000	\$72,000	The City can continue to use DWD credits for UC. DER would like to reallocate these funds to support Long-Term Disability Insurance. The latter account is projecting a \$71.2k deficit without this transfer.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous