

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

DATE: September 15, 2021

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: September 15, 2021
CCFN 210589

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>ASSESSOR</u>											
8820	Sr. Property Appraiser 4 (2 pos.)	2HN	8/10/21 8/12/21	25	22	2	3	0		Int/Ext	x-2b
8838	Office Assistant III	6FN	8/14/21	5	3	1	1	0		Int/Ext	x-2b
8847	Office Assistant III	6FN	8/27/21	5	3	1	1	0		Int/Ext	x-2b
<u>CITY ATTORNEY</u>											
8796	Assistant City Attorney V	2QX	8/3/21	35	24	1	3	7		Int/Ext	x-2a
8841	Assistant City Attorney V (2 pos.)	2QX	8/28/21 9/7/21	35	24	2	3	7		Int/Ext	x-2a
<u>COMMON COUNCIL-CITY CLERK</u>											
8842	Staff Assistant	2GX	9/18/21	4	3	1	0	0		Int	x-2a
<u>COMPTROLLER</u>											
8819	Senior Auditor	2GX	12/30/20	2	1	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
8877	Fire Mechanic	7ON	8/20/21	9	8	1	0	0		Int/Ext	x-1
8876	Fire Cadet (3 positions)	6BN	7/23/21 7/23/21 8/25/21	52	49	3	0	0		Int/Ext	x-1
<u>HEALTH DEPARTMENT</u>											
8084	Program Assistant I	5EN	9/5/19	2	1	1	0	0		Ext	x-2a
8854	Medical Assistant	5BN	8/28/21	2	0	1	0	1		Ext	x-2a
8864	Public Health Nurse 3	2DN	9/11/21	6	5	1	0	0		Ext	x-2a
8879	Environmental Health Spec. (2 pos.)	3LN	9/11/21 9/11/21	17	13	2	0	2		Ext	x-2a
8786	Deputy Commissioner of Community Health	1JX	7/23/21	1	0	1	0	0	4% Maternal/Child 4% WIC	Int/Ext	x-3
8788	Medical Assistant	5BN	7/7/21	2	1	1	0	0		Ext	x-2a
<u>LIBRARY</u>											
8829	Library Reference Assistant	2CN	8/8/21	18	16	1	0	1		Int/Ext	x-2b
8827	Library Branch Mgr. (2 positions)	1GX	8/22/21 9/19/21	12	10	2	0	0		Ext	x-2b
8830	Management Librarian	1GX	8/22/20	6	4	1	0	1		Int/Ext	x-2b
8828	Librarian III (2 positions)	2GN	9/19/21 9/7/21	65	55	2	0	8		Int/Ext	x-2b
8826	Assoc. Library Dir.-Tech. Services	1JX	8/21/21	2	1	1	0	0		Int/Ext	x-2b
8870	Library Reference Assistant	2CN	9/19/21	18	16	1	0	1		Int/Ext	x-2b
8873	Custodial Wkr. II/City Laborer	8DN	9/2/21	28	21	1	0	6		Ext	x-2b
8776	Librarian Associate (2 positions)	2BN	2/21/21 7/11/21	4	2	2	0	0		Int/Ext	x-2b
<u>MUNICIPAL COURT</u>											
8816	Customer Service Rep. III	6HN	7/25/21	1	0	1	0	0		Int/Ext	x-2b
8866	Accounting Assistant III	5EN	8/22/21	1	0	1	0	0		Int/Ext	x-2b
8869	Municipal Court Clerk I (2 pos.)	6NN	12/14/19 8/9/21	6	4	2	0	0		Int/Ext	x-2b
8886	Court Services Asst. IV	6HN	8/22/21	1	0	1	0	0		Int/Ext	x-2b

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<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
8857	Certification & Comm. Coordinator	2FX	9/5/21	1	0	1	0	0		Int/Ext	x-2b
8859	Residential Code Enf. Inspector (2 positions)	3LN	8/22/21 9/1/21	38	27	2	0	9		Int/Ext	x-2b
8860	Elevator Inspector	2HN	8/7/21	5	4	1	0	0		Int/Ext	x-2b
8861	Bldg. Constr. Inspection Div. Mgr.	1IX	8/23/20	1	0	1	0	0		Int/Ext	x-2b
8862	Bldg. Constr. Inspection Supv.	1GX	9/19/21	1	0	1	0	0		Int/Ext	x-2b
8784	Customer Service Rep. II	6GN	6/27/21	3	2	1	0	0		Int/Ext	x-2b
<u>POLICE DEPARTMENT</u>											
8832	Personnel Payroll Asst. II	6HN	9/5/21	2	1	1	0	0		Int/Ext	x-2b
8833	Accountant I	2CN	9/4/21	1	0	1	0	0		Int/Ext	x-2b
8882	Police Lieutenant (7 positions)	4L-836	Various	58	49	7	0	1		Int	x-1
8883	Police Sergeant (5 positions)	4G-831	Various	217	198	5	0	14		Int	x-1
8884	Detective (15 positions)	4F-808	Various	191	138	15	0	38		Int	x-1
8885	Office Assistant (9 positions)	6EN	NA	43	10	9	0	24		Ext	x-2b
8887	Police Serv. Spec.-Investigator (8 positions)	5EN	Various	43	18	8	0	17		Ext	x-2b
8771	Police Services Spec.-Investigator	5EN	2/29/19	43	18	1	0	24		Ext	x-2b
<u>DPW-ADMINISTRATIVE SERVICES</u>											
8817	Program Assistant II	5FN	8/21/21	1	0	1	0	0		Int/Ext	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
8777	Vehicle Services Technician	7ON	6/18/21	59	51	1	6	1		Int/Ext	x-2b
8867	Vehicle Services Technician	7ON	8/15/21	59	49	1	7	2		Int/Ext	x-2b
8878	Vehicle Services Technician (2 pos.)	7ON	4/18/21 8/8/21	59	49	2	6	2		Int/Ext	x-2b
8762	Sanitation District Manager	1DX	12/2/21	6	5	1	0	0		Int	x-2b
8763	DPW-Operations Business Analyst	2FX	TBD	1	0	1	0	0		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>HEALTH DEPARTMENT</u>											
8855	Disease Intervention Specialist	2AN	8/23/21	8	7	1	0	0	STD AAPPs	Ext	x-6
8856	Health Access Assistant	5FN	7/24/21	8	7	1	0	0	50% Med. Asst Outreach	Int/Ext	x-6
8863	Health Project Coord.-EFM	1DX	4/19/21	3	2	1	0	0	Home Visiting Grant	Int/Ext	x-6
8865	Public Health Social Worker 3	2DN	7/24/21	7	3	1	0	3	70% Home Visiting	Ext	x-6
<u>DPW-WATER WORKS</u>											
8846	Water Chief Repair Worker	8PN	9/3/21	15	14	1	0	0	Water Works	Int/Ext	x-6
8848	Accounting Assistant II	6HN	9/7/21	2	1	1	0	0	Water Works	Int/Ext	x-6
8849	Sr. Water Treatment Plant Operator (3 positions)	2GN	9/3/21 8/1/21 8/21/21	36	28	3	5	0	Water Works	Int/Ext	x-6
8850	Customer Service Rep. III (2 pos.)	6HN	8/21/21 8/21/21	16	9	2	5	0	Water Works	Int/Ext	x-6
8851	Water Distr. Repair Worker I	8LN	8/7/21	19	14	1	4	0	Water Works	Int/Ext	x-6
8852	Water Information Tech. Supv.	1FX	8/7/21	2	1	1	0	0	Water Works	Int/Ext	x-6
8853	Engineering Technician V	3RN	12/25/21	2	1	1	0	0	Water Works	Int/Ext	x-6