

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

DATE: July 16, 2014

TIME: 9:00 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE C: General Matters

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: July 16, 2014

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

Funding Source - 100% Operating
Budget Unless Otherwise Indicated

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-BUSINESS OPERATIONS DIV.</u>											
13850	Procurement Specialist	2FX	7/19/14	1	0	1	0	0		Int	x-2b
<u>COMMON COUNCIL-CITY CLERK</u>											
13849	License Specialist I	5EN	NA	5	4	1	0	0		Int/Ext	x-2b
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
13851	Management Trainee	2EX	7/16/14	5	4	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
13781	Battalion Chief, Fire	4MX	9/15/13	19	17	1	0	1		Int	x-1
13782	Battalion Chief, Fire	4MX	9/28/14	19	17	1	0	1		Int	x-1
13783-84	Fire Captain (2 positions)	4J	3/15/14	53	51	2	0	0		Int	x-1
13785-87	Fire Lieutenant (3 positions)	4E	7/1/14	155	152	3	0	0		Int	x-1
13788-89	Heavy Equipment Operator (2 positions)	4D	8/3/14 8/3/14 6/20/14 8/3/14	162	160	2	0	0		Int	x-1
<u>HEALTH DEPARTMENT</u>											
13840	Heating and Ventilating Mechanic III	7FN	7/19/14	1	0	1	0	0		Int/Ext	x-2b
13841	Accounting Assistant II	6HN	6/21/14	4	3	1	0	0		Int/Ext	x-2b
13842	Public Health Nurse (STD/HIV Prog.)	2DN	7/10/14	55	47	1	7	0		Int/Ext	x-2b
13843	Office Assistant II	6EN	6/24/14	7	5	1	1	0		Int/Ext	x-2b
13844	Mechanical Maintenance Supervisor	1BX	10/1/14	1	0	1	0	0		Int	x-2b
<u>LIBRARY</u>											
13790	Library Branch Manager	1DX	4/15/12	8	7	1	0	0		Int/Ext	x-3
13791	Management Librarian	1DX	6/8/14	5	4	1	0	0		Int	x-2b
13792	Librarian V	1FX	9/5/13	4	3	1	0	0		Int	x-2b
13779	Custodial Worker II - City Laborer	8DN	6/3/14	27	25	1	1	0		Ext	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
13793	Residential Code Enforce. Insp.	3LN	7/1/14	55	47	1	1	5		Ext	x-2a
13795	Office Assistant III	6FN	6/22/14	17	16	1	0	0		Int/Ext	x-3
<u>POLICE DEPARTMENT</u>											
13796	Data Communications Specialist	2HX	8/15/14	1	0	1	0	0		Int/Ext	x-2b
13797	Office Assistant IV	6HN	8/1/14	13	10	1	0	2		Int	x-2b
13798	Office Assistant III	6FN	6/22/14	28	21	1	0	6		Int	x-2b
13799-13803	Office Assistant II (5 positions)	6EN	NA	74	44	5	0	25		Ext	x-2b
13804-14	Police Dispatcher (11 positions)	6NN	5/2/14 5/4/14 6/5/14 6/23/14	53	42	11	0	0		Int/Ext	x-1
13815-17	Police Telecommunicator (Reg) (3 pos.)	6FN	2/17/14 5/12/14 6/15/14	62	47	4	11	1		Ext	x-1
<u>DPW-ADMINISTRATIVE SERVICES</u>											
13846	Engineering Technician IV	3NN	7/3/14	1	0	1	0	0		Int	x-2b

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<u>DPW-INFRASTRUCTURE SERVICES</u>											
13818	Engineering Technician IV	3NN	8/3/13	3	0	1	0	2	100% Capital	Int	x-2b
13819	Engineering Drafting Technician IV	3NN	6/21/14	15	14	1	0	0	80% Capital	Int	x-2b
13820	Engineering Drafting Technician II	3FN	TBD	19	12	1	0	6	80% Capital	Ext	x-2b
13821	Inventory Assistant II	6HN	2/22/14	6	5	1	0	0	40% Capital	Int	x-2b
13822	Bridge Operator	8GN	11/24/13	22	21	1	0	0		Ext	x-2b
13823	Ironworker	7MN	1/31/12	5	4	1	0	0	11% Capital & Reimb.	Ext	x-2b
13824-27	Painter (4 positions)	7IN	7/8/14	5	1	4	0	0	50% Capital & Reimb.	Ext	x-2b
13828-29	Electrical Worker (2 positions)	7FN	6/22/14	31	29	2	0	0	50% Capital	Int	x-2b
13830	Communications Assistant III	6HN	4/14/14	5	4	1	0	0		Int/Ext	x-2b
13847	Management Civil Engineer Sr	1IX	2/15/14	4	3	1	0	0	80% Capital	Int	x-2b
13848	Engineer Tech. IV	3NN	1/18/14	3	2	1	0	0	100% Capital	Int	x-2b
13766	Engineering Technician VI	2IN	12/31/13	3	2	1	0	0	50% Capital	Int	x-2b
13769	Sign Worker II	8GN	5/31/14	5	4	1	0	0	50% Capital	Int	x-2b
13775	Engineering Drafting Technician IV	3NN	7/3/14	2	1	1	0	0		Int	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
13832-33	Sanitation Supervisor (2 positions)	1AX	7/6/14	22	20	2	0	0		Int/Ext	x-2a
13834	Urban Forestry Crew Leader	7IN	7/18/14	22	21	1	0	0		Int	x-2a
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>DEPT. OF CITY DEVELOPMENT</u>											
13835	Housing Rehabilitation Specialist	2EN	9/14/14	5	4	1	0	0	80% CDBG	Int/Ext	x-6
13836	Youth Development Coordinator	2IX	7/6/14	1	0	1	0	0	80% CDBG	Int/Ext	x-6
<u>HEALTH DEPARTMENT</u>											
13845	Public Hlth Nurse (Nurse Family Prtnrshp)	2DN	8/2/14	55	46	1	8	0	MCH Grant	Int/Ext	x-6
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
13794	Residential Code Enforce. Insp.	3LN	2/2/14	55	47	1	1	5	Target. Code Enf. (CDBG)	Ext	x-6
<u>DPW-SEWER MAINT. FUND</u>											
13837	Civil Engineer II	2GN	7/20/14	12	10	1	0	1	Sewer Maint. Fund	Int/Ext	x-6
<u>DPW-WATER WORKS</u>											
13838	Water Meter Specialist	7EN	7/16/14	6	3	1	2	0	Water Works	Int	x-6
13839	Water Meter Technician	7DN	9/26/13	40	30	1	9	0	Water Works	Int/Ext	x-6

BMA 30 SCHEDULE B - FUND TRANSFERS AND/OR EQUIPMENT REQUESTS

Finance and Personnel Committee Meeting: July 16, 2014

Fund transfers listed were approved by the Finance and Personnel Committee.

Department Account Name	Amount of Transfer		Reason
	From	To	
There are no fund transfers at this time.			

SCHEDULE C - GENERAL MATTERS

MOTION:

"Hereby moved that beginning September 17, 2014, the position of Management Trainee is exempt from the approval procedure provided for under s. 18-10-6 c-3 of the City Charter."

Rationale: The City Charter establishes a review and approval procedure for the filling of vacant positions. The position of Management Trainee has been created to serve as an alternate recruitment path for City employment. Trainee assignments are explicitly limited in duration, usually to 12 months, and Trainees may be assigned to any City department. Therefore, the value of approving the filling of these vacancies is limited. In addition, departments who wish to assign a management trainee to a regular City position will continue to be required to seek approval to fill such a vacancy.