

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

DATE:	November 20, 2008
TIME:	9:00 A.M.
PLACE:	Committee Room 301-B City Hall
SCHEDULE A:	Vacancy Requests
SCHEDULE B:	Fund Transfers

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: November 20, 2008

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
				Authorized	Filled excl. this pos.	Recomm. Authori- zation	Vac. Prev. Appr.	Other Vac.		
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>									
	<u>DOA-INTERGOVERNMENTAL RELATIONS DIVISION</u>									
8420	Legislative Fiscal Manager (planned underfill)	11	9/6/08	1	0	1	0	0	Exempt	Int/Ext
	<u>CITY TREASURER</u>									
8483	Teller	445	8/16/08	1	0	1	0	0		Int/Ext
	<u>COMMON COUNCIL-CITY CLERK</u>									
8516	Administrative Specialist-Senior	4	1/1/09	1/1/00	0	1				Int
	<u>COMPTROLLER</u>									
8484	Revenue and Financial Services Specialist	12	11/29/08	1	0	1	0	0		Int/Ext
	<u>DEPT. OF EMPLOYEE RELATIONS</u>									
8510	Claims Processor II	435	7/12/08	2	1	1	0	0		Int
	<u>FIRE DEPARTMENT</u>									
8485-86	Fire Equipment Dispatcher (2 positions)	858	10/17/08 11/10/08	21	18	2	1	0		Ext
	<u>HEALTH DEPARTMENT</u>									
8487	Public Health Nurse	666	10/30/08	63	49	1	6	7		Int/Ext
8488	Office Assistant III	425	11/1/08	14	12	1	1	0		Int/Ext
8489	Accounting Assistant II	445	11/15/08	4	2	1	0	1		Int/Ext
8371	Compliance Analyst	4	12/1/07	1	0	1	0	0		Int/Ext
	<u>LIBRARY</u>									
8511	Library Branch Manager	7	8/10/08	12	11	1	0	0		Int/Ext
	<u>NEIGHBORHOOD SERVICES</u>									
8374	Environmental Hygienist	555	8/24/08	5	4	1	0	0		Int/Ext
	<u>POLICE DEPARTMENT</u>									
8490-92	Police Sergeant (3 positions)	831	11/17/08	194	191	3	0	0		Int
8493-95	Identification Technician (3 positions)	804	2/12/07 6/18/08 7/10/08	37	31	3	0	3		Int
8496	Personnel Analyst Senior	5	2/28/09	2	1	1	0	0		Int/Ext
8497-8501	Police District Office Asst. (5 positions)	410	NA	60	41	5	0	14		Ext
8502	Garage Attendant	220	1/4/09	7	6	1	0	0		Int
8503-04	Custodial Worker II (2 positions)	215	NA	43	41	2	0	0		Int/Ext
	<u>DPW-OPERATIONS DIVISION</u>									
8506	Auto Maintenance Mechanic	260	8/1/08	7	4	1	0	2		Int/Ext
	<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>									
	<u>HEALTH DEPARTMENT</u>									
8508	Health Project Coord.-Immunizations	4	10/30/08	1	0	1	0	0	Disparity in Immunization	Int/Ext
8509	Lead Risk Assessor II	541	9/20/08	10	9	1	0	0	Lead Grant	Ext

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

Finance and Personnel Meeting: November 20, 2008

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DEPT. OF EMPLOYEE RELATIONS</u> Basic Plan Claims Worker's Compensation	\$750,000	\$750,000	Funding will be used to cover anticipated shortfalls in the worker's compensation claims account and maintain enough fund liquidity to make monthly payments. This is the second transfer amount to the worker's compensation special purpose account. Approximately 30% of the first transfer amount has been expended and the remainder will be spent by the end of November or early December. The worker's compensation account is projected to be between \$1.5 million and \$2.0 million over budget in 2008.
Health Care Claims Health Maint. Organization	\$7,600,000	\$7,600,000	HMO enrollments have increased over 10% in 2008 from employees who shifted from the Basic Plan to the HMO. Additional savings were realized in the Claims account from a 17.4% decrease in Basic Plan enrollments and other cost savings including prescription drug carve outs.

## SCHEDULE C - GENERAL MATTERS

## 1. Miscellaneous matters