



AGENDA

CIVIL SERVICE COMMISSION

April 5, 2017 – 6:00 p.m.

Room 128 – West Allis City Hall

1. Approve minutes of the regular monthly meeting of February 1, 2017 and the minutes of the special meeting of February 8, 2017.

2. Eligibility List(s):

Laborer/Maintenance Repairer, Department of Public Works/Engineering, Water Division, Exam No. 35-16 (O) (P), forty-six (46) applicants; thirty-four (34) applicants not under consideration; two (2) did not appear for the performance skills test/interview, three (3) withdrew prior to the performance skills test/interview; seven (7) were interviewed, one (1) not under consideration after the interview. Place six (6) names on the eligibility list.

Solutions Analyst, Information Technology Department/Center for Excellence, Exam No. 37-16 (O) (P), nine (9) applicants; six (6) applicants not under consideration; three (3) were interviewed, two (2) not under consideration after the interview. Place one (1) name on the eligibility list.

Public Health Nurse (.5 FTE), Health Department, Exam No. 38-16 (O) (P), six (6) applicants; five (5) applicants not under consideration; one (1) applicant was interviewed. Place one (1) name on the eligibility list.

HR Generalist, Human Resources Department, Exam No. 05-17 (O) (P), twenty-two (22) applicants; eighteen (18) applicants not under consideration; four (4) were interviewed, three (3) not under consideration after the interview. Place one (1) name on the eligibility list.

3. Appointment(s):

Joseph Durica, Intern, Information Technology Department/Center for Excellence, temporary appointment to PC Network Technician I, effective May 4, 2016. Joseph also has a temporary appointment to Voting Equipment Technician, Clerk's Office, effective January 20, March 10, March 13, and April 4, 2017.

Jennifer Kosek, Communications Specialist, Communications Department, effective February 6, 2017 [Exam No. 34-16 (O) (P)].

Bart Griepentrog, Planner II, Department of Development, Planning Division, temporary appointment to Senior Planner, effective March 9 through approximately June 1, 2017.

4. Classification/Compensation Study Position Update(s):

Shawn Hart, temporary Treasurer's Office Supervisor, Finance Department, appointed to Senior Accountant/Deputy Treasurer, effective December 31, 2016.

5. Retirement(s):

Cecil Douglas, Equipment Mechanic I (Certified), Department of Public Works/Engineering, Fleet Services Division, effective February 3, 2017 (twenty-seven (27) years of service).

Sue Gardner, Park Attendant, Department of Public Works/Engineering, Building/Inventory and Electrical Services Division, Building and Sign Section, effective February 9, 2017 (twenty (20) years, ten (10) months of service).

Lori Hauser, Assessment Clerk II, Assessor's Office, effective March 17, 2017 (thirty-three (33) years, ten (10) months of service).

6. Resignation(s):

Alan Sackman, Electrical Mechanic I, Department of Public Works/Engineering, Building/Inventory and Electrical Services Division, Electrical Section, effective February 24, 2017 (two (2) years, six (6) months of service).

David Muffler, Electrical Mechanic I, Department of Public Works/Engineering, Building/Inventory and Electrical Services Division, Electrical Section, effective March 10, 2017 (two (2) years, ten (10) months of service).

Anthony Martin, Plumber, Department of Public Works/Engineering, Building/Inventory and Electrical Services Division, Building and Sign Section, effective March 24, 2017 (four (4) years, eleven (11) months of service).

Shawn Hart, Senior Accountant/Deputy Treasurer, Finance Department, effective March 31, 2017 (four (4) years of service).

7. A request from Jason Williams, Interim City Assessor, Assessor's Office, to extend the six (6) month probationary period for Katherine Berlyn, Assessment Clerk I, for up to an additional six (6) months (from March 9, 2017 to September 9, 2017).

8. Hearing at the request of Michael Lewis, Director of Public Works/City Engineer, Department of Public Works/Engineering, and Joseph Burtch, Assistant City Engineer, Department of Public Works/Engineering, Engineering Division, to promote Heath Brozovich, Engineer II, to the position of Engineer III, under the provision of Civil Service Rule XV, Section 9, which governs promotion without examination on the basis of ascertained merit and seniority, effective January 30, 2017 [Exam No. 11-17 (P)].

9. Hearing at the request of Michael Lewis, Director of Public Works/City Engineer, Department of Public Works/Engineering, and Joseph Burtch, Assistant City Engineer, Department of Public Works/Engineering, Engineering Division, to promote Darcy

Menzia, Clerk I, to the position of Clerk II, under the provision of Civil Service Rule XV, Section 9, which governs promotion without examination on the basis of ascertained merit and seniority, effective February 11, 2017 [Exam No. 12-17 (P)].

10. Discuss:

- Common Council Potential Abolishment of the Civil Service Commission.

11. Topics/Items for future Agendas.

12. Schedule the next Civil Service meeting.

The City of West Allis is an Equal Opportunity/Affirmative Action Employer and does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability, or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

Upon reasonable notice, the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program, or activity provided by the City.

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services, and/or benefits.