



AGENDA

CIVIL SERVICE COMMISSION

October 4, 2017 – 6:00 p.m.

Room 128 – West Allis City Hall

1. Approve minutes of the regular monthly meeting of August 2, 2017.

2. Eligibility List(s):

Neighborhood Services Inspector, Department of Building Inspections and Neighborhood Services, Exam No. 26-17 (O) (P), two (2) internal applicants were certified. Place two (2) names on the eligibility list. The open recruitment was cancelled [seventeen (17) applicants].

PC Network Specialist, Information Technology/Center for Excellence Department, Exam No. 28-17 (O) (P), fifty-four (54) applicants; forty-eight (48) applicants not under consideration; one (1) applicant from the secondary, non-civil service employee list and five (5) outside applicants were interviewed; two (2) outside applicants not under consideration after the interview. Place four (4) names on the eligibility list (one (1) applicant from the secondary, non-civil service employee list and three (3) outside applicants).

3. Appointment(s):

Corinne Zurad, Deputy Treasurer/Senior Accountant, Finance Department, effective August 2, 2017 [Exam No. 08-17 (O) (P)].

Ashley Wagner, Administrative Support Specialist, Library, effective August 7, 2017 [Exam No. 27-17 (P)], Rule XV, Section 9.

Patricia Mealins, Circulation Services Representative, Library, effective August 14, 2017 [Exam No. 24-17 (O)].

Suzanne Usa, Circulation Services Representative, Library, effective August 17, 2017 [Exam No. 24-17 (O)].

Michael Wachowiak, Truck Driver, Department of Public Works/Engineering, Sanitation and Streets Division, effective August 28, 2017 [Exam No. 15-16 (O) (P)].

Katherine Soderlund, Neighborhood Services Inspector, Department of Building Inspections and Neighborhood Services, effective September 11, 2017 [Exam No. 26-17 (O) (P)].

Michael Weisnicht, Neighborhood Services Inspector, Department of Building Inspections and Neighborhood Services, effective September 11, 2017 [Exam No. 26-17 (O) (P)].

Mellena Hoppe, Administrative Support Assistant, Department of Development, Community Development Division, temporary appointment to Housing Specialist, effective September 27, 2017.

4. Resignation(s):

Adam Pluer, Electrical Inspector, Department of Building Inspections and Neighborhood Services, effective September 15, 2017 (seven (7) years, seven (7) months of service.).

Ken Bronnson, Equipment Mechanic, Department of Public Works/Engineering, Fleet Services Division, effective September 22, 2017 (twenty (20) years, seven (7) months of service).

5. Involuntary Termination(s):

Colton Giessel, Laborer (Maintenance Repairer in Training), Department of Public Works/Engineering, Water Division, effective August 18, 2017 (four (4) months of service).

Tracy Davis-Wright, HR Generalist, Human Resources Department, effective September 8, 2017 (five (5) months of service).

Benjamin Nelson, Truck Driver, Department of Public Works/Engineering, Sanitation and Streets Division, effective September 22, 2017 (five (5) months of service).

6. Hearing at the request of Sally Nusslock, Health Commissioner, Health Department, to promote Peter Feldhusen, Environmentalist II, to the position of Environmentalist Coordinator, under the provision of Civil Service Rule XV, Section 9, which governs promotion without examination on the basis of ascertained merit and seniority, effective June 22, 2017 [Exam No. 35-17 (P)].

7. Hearing at the request of John Stibal, Director of Development, Department of Development, and Patrick Schloss, Community Development Manager, Department of Development, Community Development Division, to promote Mellena Hoppe, Administrative Support Assistant, to the position of Housing Specialist, under the provision of Civil Service Rule XV, Section 9, which governs promotion without examination on the basis of ascertained merit and seniority, effective October 13, 2017 [Exam No. 36-17 (P)].

8. Discuss:

- Civil Service Commission conversion update.

9. Topics/Items for future Agendas.

10. Schedule the next Civil Service meeting.

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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.