

**City of Sioux Falls
Civil Service Board
*MINUTES***

January 9, 2008
Human Resources Conference Room

MEMBERS PRESENT: Hitzemann, Moore and Ohme.

MEMBERS ABSENT: Hinton

STAFF PRESENT: Hannestad, Holsen and O'Toole.

- 1) The meeting was called to order at 12:20 p.m. on January 9, 2008.
- 2) **A motion was made by Ohme and seconded by Hitzemann to approve the minutes of the November 7, 2007, meeting.** Motion carried unanimously.
- 3) **A motion was made by Hitzemann and seconded by Ohme to extend the current eligibility lists for nine months or as requested for the following positions:**
 - a. Entrance Eligibility List 3214 Health & Wellness Coordinator
 - b. Promo/Transfer Eligibility List 3215 Park Caretaker (6 months)
 - c. Entrance Eligibility List 3218 Medical Assistant
 - d. Promo/Transfer Eligibility List 3221 Housing Inspector
 - e. Entrance Eligibility List 3224 Recreation Program Specialist (6 months)
 - f. Promo/Transfer Eligibility List 3228 Lead Mechanic

Motion carried unanimously.

- 4) **A motion was made by Ohme, seconded by Hitzemann to approve the advertising, eligibility lists and classification plan amendments as set forth in Exhibit A.** Motion carried unanimously.
- 5) **A motion was made by Hitzemann, seconded by Ohme to order the personnel actions recorded as set forth in Exhibit B.** Motion carried unanimously.

A motion was made by Ohme, seconded by Hitzemann that the Civil Service Board go into Executive Session at 12:25 p.m. A motion was made by Ohme seconded by Hitzemann to come out of the Executive Session at 12:30 p.m.

6) **A motion was made by Ohme and seconded by Hitzemann to order the disciplinary actions as recorded and set forth in Exhibit C.** Motion carried unanimously.

7) Nomination for 2008 – 2009 chairperson was open for recommendations. **Hitzemann made a motion that Moore be the chairperson. Ohme seconded the motion and called for the nomination to cease.** Motion carried unanimously.

8) **Having no further business, a motion was made by Hitzemann and Ohme seconded to adjourn the meeting.** Motion carried unanimously.

The Board will meet on Wednesday, March 5, 2008, at noon in the Human Resources Conference Room.

Meeting was adjourned at 12:50 p.m.

Respectfully submitted by Jennifer Holsen, Recording Secretary