

PERSONNEL BOARD

November 19, 2020

MEETING

Meeting was held Thursday, November 19, 2020, City Council Chambers, County-City Building, Lincoln, Nebraska.

Members present: Joe Rupp, Christy Abraham, Ryan Dale, and Maggie Schiefen. Member absent: Shannon Rowen. Human Resources Department resource staff attending: Karen Eurich.

The Meeting was opened at 1:30 p.m. by Chair Ryan Dale.

Agenda Item 1 was to approve the minutes from the October 17, 2019 and June 18, 2020 meetings. The Board was unable to approve minutes from October 17, 2019 based on the current attendance. It was moved by Maggie Schiefen and seconded by Christy Abraham to approve the minutes from the June 18, 2020 meeting as presented. Voting YES: Maggie Schiefen, Ryan Dale, Christy Abraham. Abstaining: Joe Rupp.

Agenda Item 2 was the request to create classes 1994—Operations Analyst—C34 and 5604—Transit Dispatcher—C18. Nicole Gross of the Human Resources department informed the board both classes are being created for the Transportation and Utilities Department. The Operations Analyst is being created to help with asset management and performance evaluation and will assess trends and find ways the department can create more efficient processes. The Transit Dispatcher is being created for the StarTran division. Currently supervisors are doing dispatch work, and the department wants those employees to go back to supervising, so this classification will take over the dispatch work. Following discussion, it was moved by Maggie Schiefen and seconded by Joe Rupp to approve the creations as presented. Motion unanimously carried by roll call vote.

Agenda Item 3 was the request to revise the classifications of 3008—Battalion Chief and 3017—Battalion Chief. Nicole Gross of the Human Resources department informed the board both classes are being revised to increase the minimum qualifications to reflect three years of supervisory experience. Following discussion, it was moved by Maggie Schiefen and seconded by Joe Rupp to approve the revisions as presented. Motion unanimously carried by roll call vote.

Agenda Item 4 was the request to delete 2106—Planning Assistant. Nicole Gross of the Human Resources department informed the board the class is being deleted from the Urban Development department because it is currently vacant and the department no longer plans to use the classification. Following discussion, it was moved by Maggie Schiefen and seconded by Joe Rupp to approve the revisions as presented. Motion unanimously carried by roll call vote.

Agenda Item 5, 6 and 7 was the request for one time lump sum payment of 1% for employees in pay ranges prefixed by 'X', 'E', and 'W'. Doug McDaniel of the Human Resources department informed the board the employees in these ranges are not represented by a union and would normally receive a cost of living increase that would also increase the rates in the pay ranges. This year, the employees will receive a lump sum payment, and there will not be any changes to the ranges or the steps. Don Taute of the City Attorney's office also addressed the board and

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gave historical information on the last time a lump sum was given to employees. Following discussion, it was moved by Joe Rupp and seconded by Maggie Schiefen to approve the payments as presented. Motion unanimously carried by roll call vote.

Agenda Item 8 and 9 was the request to amend Section 2.76.385 – Funeral Leave and Section 2.76.405 – Absence Without Leave of the Lincoln Municipal Code. Doug McDaniel of the Human Resources department informed the board the changes to Funeral Leave were mainly cleanup and to make it clear what relatives are covered and the number of hours allowed. The change to Absence Without Leave is to make three no call/no shows considered a dismissal instead of a resignation so the new payroll system will not pay out sick leave to employees who terminate under these circumstances. Following discussion, it was moved by Ryan Dale and seconded by Maggie Schiefen to approve the amendments as presented. Motion unanimously carried by roll call vote.

Agenda Item 10 was the Election of Chair. It was moved by Maggie Schiefen and seconded by Christy Abraham to elect Ryan Dale as Chair. Voting YES: Joe Rupp, Maggie Schiefen, Christy Abraham. Abstaining: Ryan Dale.

Agenda Item 11 was the Election of Vice-Chair. It was moved by Maggie Schiefen and seconded by Christy Abraham to elect Joe Rupp as Vice-Chair. Voting YES: Ryan Dale, Maggie Schiefen, Christy Abraham. Abstaining: Joe Rupp.

There being no further business, the meeting adjourned at 1:45 p.m.

The next regularly scheduled meeting is tentatively set for December 17, 2020.

Karen Eurich
Human Resources Operations Specialist

PC: City Clerk
Directors