

PERSONNEL BOARD

December 16, 2021

MEETING

Meeting was held Thursday, December 16, 2021, City Council Chambers, County-City Building, Lincoln, Nebraska.

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

The meeting was opened at 1:30 p.m. by Chair Shannon Rowen.

Agenda Item 1 was to approve the minutes from the October 21, 2021 meeting. It was moved by Maggie Schiefen and seconded by Ryan Dale to approve the minutes as presented. Voting YES: Christy Abraham, Ryan Dale, Maggie Schiefen and Shannon Rowen. Abstaining: Joe Rupp.

Agenda Item 2 was the request to revise the pay range of classification 1136—Payroll Clerk, from X13 to X19. Nicole Gross of the Human Resources department explained this request was from the Finance department. This class has five employees and is unrepresented. There was no matches for this class, so the pay range was compared to the County Payroll staff who perform some of the same duties. Following discussion, it was moved by Maggie Schiefen and seconded by Christy Abraham to approve the range change as presented. Motion unanimously carried by roll call vote.

Agenda Item 3 was the request to revise the classification 1632—Administrative Aide II. Nicole Gross of the Human Resources department explained this request was to change the Minimum Qualifications to expand on the changes that had previously been made to the Administrative Aide I Minimum Qualifications. 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 change the title and pay range of the classification 3656—WIC Supervisor—A10 to WIC Program Manager—A15. Nicole Gross of the Human Resources department explained this request was from the Health Department. There were no matches for the salary change, as most Health Departments are run by the County. This change is in line with the other Program Manager classifications pay in the department. Following discussion, it was moved by Ryan Dale and seconded by Christy Abraham to approve the title and pay change as presented. Motion unanimously carried by roll call vote.

Agenda Item 5 was the request to amend Section 2.76.370 of the Lincoln Municipal Code—Authorized Holidays. Doug McDaniel of the Human Resources department explained this request was to add the Juneteenth holiday to the Code for the unrepresented employees and is in line with the negotiated labor contracts for City employees. Following discussion, it was moved by Maggie Schiefen and seconded by Joe Rupp to approve the amendment as presented. Voting YES: Joe Rupp, Shannon Rowen, Maggie Schiefen, Christy Abraham. Abstaining: Ryan Dale. Ryan Dale clarified he did not vote for the item as he is a City employee and the amendment will be granting him the new holiday time off.

Agenda Item 6 was Miscellaneous Discussion. Doug McDaniel of the Human Resources department addressed the board as this would be his last meeting due to his upcoming retirement

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and thanked them all for their service to the City. The board members thanked Doug for his service. Karen Eurich of the Human Resources department clarified for the Board that she had an email from Dalton Tietjen regarding the official withdrawal of the Don Gunning appeal that was on the October agenda.

There being no further business, the meeting adjourned at 1:40 p.m.

The next regularly scheduled meeting is tentatively set for January 20, 2022.

Karen Eurich
Human Resources Operations Specialist

PC: City Clerk
Directors