

CITY PERSONNEL BOARD

September 21, 2023

MEETING

Meeting was held Thursday, September 21, 2023, City Council Chambers, County-City Building, Lincoln, Nebraska.

Members present: Ryan Dale, Christy Abraham, and Richard Grabow. Members Absent: Nicholette Meyer and Maggie Schiefen. Human Resources department resource staff attending: Malerie McNair and Jamie Sabata

The meeting was opened at 1:30 p.m. by Vice-Chair Ryan Dale.

Agenda Item 1 was to approve the minutes from the July 20, 2023, meeting. It was moved by Ryan Dale and seconded by Christy Abraham to approve the minutes as presented. Motion unanimously carried by roll call vote.

Agenda Item 2 was the request to create the classification 2003 – Information Technology Security Specialist –A15. Nicole Gross of the Human Resources department explained that this classification is being created at the request of LTU and is a new position in the budget. The classification will be responsible for securing the Information Technology systems as it relates to LTU. Following discussion, it was moved by Christy Abraham and seconded by Richard Grabow to approve the creation as presented. Motion unanimously carried by roll call vote.

Agenda Item 3 was the request to change the pay range of the classifications 5339 – Utility Supervisor from a C28 to C32, 5511 Park Horticulturist from A10 to A11, 5601- Bus Operations Superintendent from A13 to A14, and 5605 Bus Maintenance Superintendent from A13 to A14. Nicole Gross of the Human Resources department addressed each classification separately. Nicole Gross stated LTU requested that we increase the pay of the Utility Supervisor. Human Resources conducted a market review of this position and it indicated that they were below market. Nicole Gross explained that the C32 pay range would put the classification in alignment with market data and that there are currently 8 employees in this classification and LTU has money in their budget to cover the pay range change. Next Nicole Gross spoke about the Park Horticulturist pay range change and stated the Parks and Recreation Department requested that we increase the pay range of the classification due to internal equity. Nicole Gross stated that there is currently one employee in this classification. The employee would receive 3.25% and would be placed on the next higher step. Nicole Gross explained that the department has the money in their budget to cover the pay range change. Lastly Nicole Gross explained the Bus Operations Superintendent and Bus Maintenance Superintendent together and stated that they are both currently vacant. Nicole Gross explained LTU would like to use both classifications and make a minor pay range increase due to internal equity. Following discussion, it was moved by Richard Grabow and seconded by Ryan Dale to approve the creations 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 5010-Labor Supervisor I - C26 to Labor Supervisor- C30. Nicole Gross of the Human Resources department explained that they are cleaning up the title of this classification as the city no longer has a Labor Supervisor II position. Nicole Gross explained that LTU has also requested that we increase the

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pay of the Labor Supervisor in order to keep the pay equity between this classification and the Utility Supervisor. It was stated that there are currently 8 employees in this classification. The employees would receive 2.75% and would be placed on the next higher step. Nicole Gross said that LTU has money in their budget to cover the pay range change. Following discussion, it was moved by Ryan Dale and seconded by Richard Grabow to approve the title and pay range change as presented. Motion unanimously carried by roll call vote.

Agenda Item 5 was the request to revise the classification 3695 – Animal Control Dispatcher-N27. Nicole Gross of the Human Resources department explained that they are revising the Animal Control Dispatcher at the request of the Health Department. This classification has not been revised for several years. Nicole Gross said that with these revisions, the classification would reflect the work currently being performed. Following discussion, it was moved by Christy Abraham and seconded by Ryan Dale to approve the revision as presented. Motion unanimously carried by roll call vote.

Agenda Item 6 was the Election of Chair. Following discussion, it was moved by Christy Abraham and seconded by Richard Grabow to elect Ryan Dale as Chair. Voting YES: Christy Abraham and Richard Grabow. Abstaining: Ryan Dale.

Agenda Item 7 was Election of Vice-Chair. Following discussion, it was moved by Richard Grabow and seconded by Ryan Dale to elect Christy Abraham as Vice-Chair. Voting YES: Richard Grabow and Ryan Dale. Abstaining: Christy Abraham.

The next regularly scheduled meeting is tentatively set for October 19, 2023.

Malerie McNair and Jamie Sabata
Human Resources

PC: Maggie Stuckey-Ross
Liz Elliott Barb McIntyre
Pat Lopez City Clerk