

# **PERSONNEL BOARD**

## **February 20, 2020**

### **MEETING**

Meeting was held Thursday, February 20, 2020, City Council Chambers, County-City Building, Lincoln, Nebraska.

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

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

Agenda Item 1 was the approval of minutes from the October 17, 2019, November 21, 2019 and December 19, 2019 meetings. The Board was unable to approve minutes from October 17, 2019 based on the current attendance. It was moved by Christy Abraham and seconded by Ryan Dale to approve the November 21, 2019 minutes as presented. Voting YES: Joe Rupp, Ryan Dale, and Christy Abraham. Abstaining: Shannon Rowen. It was moved by Christy Abraham and seconded by Shannon Rowen to approve the December 19, 2019 minutes as presented. Voting YES: Shannon Rowen, Ryan Dale, and Christy Abraham. Abstaining: Joe Rupp.

Agenda Item 2 was the request to create the classification 0608- Human Resources Specialist. Nicole Gross from the Human Resources department informed the board that this class was being created at the request of the Human Resources department which will be equivalent to the classes being deleted later in item 4. This class will combine the previous classes into one to hopefully give Human Resources more freedom to assign duties more freely. This action would not create new FTE's. Following discussion, it was moved by Joe Rupp and seconded by Christy Abraham to approve the creation as presented. Motion unanimously carried by roll call vote.

Agenda Item 3 was the request to revise the classification 0634—Human Resources Operations Specialist. Doug McDaniel of the Human Resources department explained to the board the class needed extensive updates since it hadn't been updated since 1998. The revisions include updating the duties and the minimum requirements. Following discussion, it was moved by Ryan Dale and seconded by Shannon Rowen to approve the revisions as presented. Motion unanimously carried by roll call vote.

Agenda Item 4 was the request to delete the following classifications 0609—Compensation Technician I, 0610—Compensation Technician II, 0613—Employment Technician I, 0614—Employment Technician II. The Compensation Technician I and Employment Technician I were replaced by the existing Human Resources Generalist. The Compensation Technician II and Employment Technician II will be replaced with the Human Resources Specialist. Following discussion, it was moved by Shannon Rowen and seconded by Christy Abraham to approve the deletions as presented. Motion unanimously carried by roll call vote.

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

The next regularly scheduled meeting is tentatively set for Thursday, March 19, 2020.

Gail Anderson  
Human Resources Clerk

PC: Teresa Meier, City Clerk