CITY OF JOPLIN
GIS RECLASSIFICATION IMPACT
AS OF MARCH 19, 2018
SCHEDULE "A"

DESCRIPTION	BUDGET AMOUNT	RECLASSIFICATION AMOUNT	INCREASE/ (DECREASE)	CURRENT OUT OF CLASS
REGULAR WAGES	36,354	39,880	3,526	46,330
CELL PHONE ALLOWANCE	626	-	(626)	626
FAMILY DENTAL INSURANCE	556	556	-	556
DISABILITY INSURANCE	120	135	15	150
MEDICARE	430	578	148	672
SOCIAL SECURITY	1,841	2,473	632	2,872
FAMILY HEALTH INSURANCE	12,153	12,153	-	12,153
LIFE INSURANCE	78	90	12	100
LAGERS RETIREMENT	5,029	5,424	395	6,301
WORKER'S COMPENSATION	155	175	20	225
TOTAL ANNUAL IMPACT	57,342	61,464	4,122	69,985

Note: Budgeted position hourly rate is $17.43 in Range 170.
GIS Technician would promote to hourly rate of $19.173 in Range 190 (10% increase).

PERSONNEL BOARD MEETING MINUTES

Thursday, January 19, 2018

Joplin City Hall

602 S. Main

Room 106, 1st Floor Conference Room

I. Roll Call

Annette Reeves- Absent & excused

Jeffery Hughey- Present

Jeff Yarnall- Present

Sherry Surface- Absent & excused

Todd Hawkins- Present

A quorum of members was present.

City Staff Present: David Allgood, Human Resources Director, Patrick Hurn – Assist. Human Resources Director/ recorder of minutes. David Hertzberg- Director of Public Works, Mark Morris - Director of Information Technology Services.

II. Approval of Minutes from Previous Meeting

Todd Hawkins makes a motion to approve the minutes of the last meeting of 01.19.18, with a second. The motion passes.

III. New Business

Dave Allgood presented the information before the Board members, a proposed position change. An existing employee "Brandon" moving from Public Works Engineering Technician to a staffing addition GIS Technician in the Information Technology Department. The purpose is to fill a GIS (Graphical Information Systems) position to help improve the overall City operations and services to the Joplin Residents.

Mark Morris was present to give details as to the position fill in his department, with an existing employee "Brandon". Mark stated that having only one GIS person "John" in the IT department with the amount of work that is required organizational wide is difficult if not impossible. Mr. Morris explained that the current GIS Technician, as listed on the handout to the members, (see attachment #1) below red lettering on page 1. He explained that these tasks include the keeping maps up to date, working with Public Works, working with Planning on a day to day basis. Mark stated that what he is focusing on in this additional GIS position would be some other areas that would tie our GIS systems into other systems and that is going to be nearly impossible with only one person, keeping up with all the work that needs to be done.

Mr. Morris stated that one thing that he illustrated to Council was looking at a customer complaint type system, Mark stated that this could be geographical based, where staff could look on a map and see where the incoming rubbish complaints are or where the code enforcements claims are located. Ideally the IT Department would need to use the additional GIS Technician, like "Brandon" to then take that information and merge it into the existing systems for Code Enforcement or Building Permits and for those things we have long promised and perhaps under delivered on to the citizens. He stated it is just a matter of having enough bodies in the right place to make that happen and this change would help with that. Mark went on to say that "Brandon" could consolidate some of what he does in GIS with Financial systems as well as our Crime analysis systems, as well as other systems. This type of work would not be possible without a second

GIS person in the IT Department. Mark reiterated that while technically this would be a Promotion for "Brandon" moving from Rg. 170 to Rg. 190, Brandon understands that based on his current (out of class) pay, this would ultimately result in a $3.00 per hour pay cut from what he is currently receiving. Mr. Morris stated that while Brandon understands this is not a true promotion, Brandon does see it as a unique opportunity to integrate those systems that are existing and develop the GIS position.

Dave Allgood then asked David Hertzberg, Director of Public Works to speak to the proposed move, and how it would impact his department. Mr. Hertzberg, gave some history about his experience with the GIS technicians, including that the GIS Technicians were a part of Public Works until around a year ago, so he understands the amount of work they are responsible for in their workload. He stated that basically "John" the existing GIS Technician was very busy doing Public Works related tasks, and so that is why Mark is asking for this additional, second GIS position to keep the work load going. Mr. Hertzberg agreed that Mark has a great need for the GIS technician and concurs with that. He understands, but he hates to lose "Brandon" as the position fill in the Engineering Technician position because he wants to keep the team concept when the Grant money dries up. He would encourage thoughts of hiring a new position rather than reclassifying an Engineering Tech. and moving it from PW to IT, but states he understands budget constraints and feels that really both positions could be more project funded to help the general fund.

Board member, Mr. Hughes states that he understands when the transfer takes place, the Public Works Engineering Technician position would not be backfilled? Dave Hertzberg stated that is correct, Public Works would not have a person to fill in that Engineering Technician position. Board Member, Mr. Hughes, asked what work would be lost from Public Works by this move? David Hertzberg referenced the structure, the Traffic Engineering section would be missing an Engineering Technician, this position does a lot of the leg work for this Engineering section. He stated work would continue to mount up or they would have to consult it out, the work will get done, but it will not be as cost effective or fast as having the in-house person "Brandon".

Board member Yarnall asked of Mr. Morris, how many GIS technicians do other cities our size generally have? Mark Morris stated that where we have had one, other cities our size often have two or three. He confirmed that up until now the work has just been carried by other positions to help try and get it done.

Board member Mr. Hughes, asked about the possibility of outsourcing the GIS duties and if that has been looked at by the IT Department. Mark Morris answered, stating that the projects needing completed would be very difficult to outsource, especially in a department with no source of revenue to support paying consultants, it would also be very difficult to do the level of training needed on an outsource basis.

Sam Anselm, gave some background on the position changes, stating that this was originally taken to Council as a budget amendment, rather than a reclassification, due to there was not pay plan change, but rather merely an individual employee "Brandon" who was being moved from one existing position in Public Works (Engineering Technician) to Information Technology (GIS Technician) with no change in the pay plan. "Brandon" was currently working as an Engineering Technician, receiving out of class pay, for working in that position as a Civil Engineer, due to Civil Engineer position having been vacant for well over a year or two. Sam states that based on the information coming from Council and the other departments, "Brandon's" military (air force) technology skill set could be of better use of his talents as a GIS Technician. The thought was that this proposed change would provide more value for the City if they move "Brandon" from Public Works Engineering Technician to the IT Department to work in the needed GIS position. This position would also save a few budget dollars, since Brandon is currently working out of class pay and moving to the GIS Technician and would bring a few dollars relief to the general budget. Mr. Anselm stated that again he was bringing this to the Personnel Board at the request of the City Council to help answer any questions and then take the Personnel Board recommendations back to the Council.

Mr. Anselm again stated that he saw this as an opportunity to take the talents of the individual “Brandon” based on his training from the military and perhaps outsource some of the Traffic Engineering work through consultants or other sources, however Brandon would still be available to help in Engineering if needed, until the Engineering position gets filled permanently. Sam Anselm stated that as outlined in the handout (Attachment #1, Mark Morris outline) he felt there were a lot of additional benefits gained by the adding of the second GIS position rather than continued use an Engineering technician.

After discussion and no further questions, with a first and a second and all members in favor the suggested move of “Brandon” from Engineering to Information Technology as a second GIS Technician was approved unanimously by the Personnel Board members.

IV. Unfinished Business

None.

V. Other Business

None

VI. Adjournment

With no further business before the Committee, the Chair entertained a motion to adjourn, with a first and second and all members present in agreement, the Personnel Board meeting was adjourned.