

Mayor Joseph A. Curtatone
City of Somerville



F/Y 2017 BUDGET

NEW & VACANT POSITIONS

Bill Roche, Personnel Director

Candace Cooper, Deputy Director of Personnel

June 7, 2016

NEW POSITIONS

(Listed in budget book)

<u>Department</u>	<u>Position</u>	<u>MANAGER</u>	
CAP PROJECTS (WATER/SEWER)	PROJ MGR UTILITY IMPROVEMENTS	ROB KING	NU
CITY CLERK	BOA RESEARCHER	JOHN LONG/ BOA Pres	NU
EXECUTIVE ADMINISTRATION	LEGISLATIVE LIAISON	TIM SNYDER	NU
Health & Human Services	SOCIAL WORKER	DOUG KRESS	NU
LIBRARY	ASSISTANT LIBRARY DIRECTOR	GLENN FERDMAN	NU
LIBRARY	LIBRARIAN I, GENERALIST	GLENN FERDMAN	U
OSPCD: Housing	INCLUSIONARY HOUSING SPEC	MIKE FELONEY	NU
OSPCD: PLANNING & ZONING	COMMUNITY OUTREACH COORD	GEORGE PROAKIS	NU
PERSONNEL	RECRUITER (PT 20HRS)	BILL ROCHE	NU
RECREATION & PARKS	OPERATIONS DIR - FIELD MAINT	JILL LATHAN	NU
SEWER	SHMEO/CATCH BASIN CLEANER	MARK LAWHORNE	U
SUSTAINABILITY & ENVIRONMENT	SUSTAINABILITY COORDINATOR	OLIVER SELLERS-GARCIA	NU
WATER	SHMEO\PWL	MARK LAWHORNE	U

NEW POSITIONS

(Not listed in budget book)

- There are union represented and non-union positions that may result if/when the Administrative Code and/or Administrative Orders are approved by the BOA
- The union represented positions will require negotiations with the respective union(s) for job description and salary
- The non-union positions may also require job description creation and salary classification
- Appropriations for these positions have been placed in the salary contingency account

PROCESS

- Manager submits request & justification to Executive Office
- Executive Office vets and approves/disapproves position
- Personnel works with Manager to create job description of approved positions
- Personnel classifies position to appropriate salary scale
- Position listed in Budget Book in respective Department
- Manager will justify position during their presentation to

BOA

VACANT POSITIONS

- Vacant Positions as listed in the Budget Book appear on the next slide (except vacancies in boards/commissions).
- I have communicated the last column 'projected date to be filled' with all affected managers and we are in agreement this is a reasonable projected date for the position to be filled.

Department	Position	MANAGER	Status as of 6/07/2016		Projected Date to be Filled
CAP PROJECTS (WATER/SEWER)	PROJ MGR UTILITY IMPROVEMENTS	ROB KING	NEW POSITION - AWAITING BOA APPROVAL	NU	September 6, 2016
CITY CLERK	BOA RESEARCHER	JOHN LONG/ BOA Pres	NEW POSITION - AWAITING BOA APPROVAL	NU	September 6, 2016
DPW	Jr. Bldg School Custodians (5) (1-temp)	STAN KOTY	INCORRECT - 1 Perm and 1 temp open	U	July 25, 2016
DPW - Highway	SHMEO\PWL	STAN KOTY	REVIEWING APPLICATIONS	U	July 25, 2016
EXECUTIVE ADMINISTRATIVE	LEGISLATIVE LIAISON	TIM SNYDER	NEW POSITION - AWAITING BOA APPROVAL	NU	September 6, 2016
FIRE DEPARTMENT	FIRE FIGHTER (5)	PAT SULLIVAN	FILLED	U	May 2, 2016
Health & Human Services	CLINICAL YOUTH SPECIALIST	DOUG KRESS	Temp on Hold	NU	September 6, 2016
Health & Human Services	DIRECTOR OF COMMISSIONS	DOUG KRESS	INTERVIEWS IN PROCESS	NU	July 5, 2016
Health & Human Services	SOCIAL WORKER	DOUG KRESS	NEW POSITION - AWAITING BOA APPROVAL	NU	September 6, 2016
Health & Human Services	GAY/LESBIAN/TRANSGENDER LIAISON	DOUG KRESS	JOB POSTING ENDS 6-24	NU	August 15, 2016
HHS: COUNCIL ON AGING	OUTREACH COORDINATOR - 30 HRS	CINDY HICKEY	RESUMES UNDER REVIEW	NU	JUNE 26, 2016
Information Technology	IT SERVER SUPPORT TECH	BRUCE DESMOND	Awaiting Dept to review job description	U	July 18, 2016
Inspectional Services	LOCAL BUILDING INSPECTOR	GORAN SMILJIC	NEEDS TO BE RE-ADVERTISED	U	September 6, 2016
Inspectional Services	CODE ENFORCEMENT INSPECTOR (NIGHT)	GORAN SMILJIC	NO LONGER NEEDED	U	N/A
LIBRARY	ASSISTANT LIBRARY DIRECTOR	GLENN FERDMAN	NEW POSITION - AWAITING BOA APPROVAL	NU	September 6, 2016
LIBRARY	LIBRARIAN I, GENERALIST	GLENN FERDMAN	NEW POSITION - AWAITING BOA APPROVAL	U	September 6, 2016
LIBRARY	LIBRARIAN I, YOUTH SERVICES	GLENN FERDMAN	FILLED	U	May 31, 2016
LIBRARY	LIBRARIAN I, reference	GLENN FERDMAN	Posted Internally		July 5, 2016
LIBRARY	LIBRARY TECHNICIAN II, BUSINESS	GLENN FERDMAN	Posted Internally	U	July 5, 2016
OSPDC: ECONOMIC DEVELOPMENT	DIRECTOR ECONOMIC DEVELOPMENT	MIKE GLAVIN	FILLED	NU	June 20, 2016
OSPDC: ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT SPECIALIST	MIKE GLAVIN	INTERVIEWS SCHEDULED	NU	July 18, 2016
OSPDC: ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT ASSISTANT	MIKE GLAVIN	offer made	NU	June 26, 2016
OSPDC: Housing	HOUSING PROGRAM SPECIALIST	MIKE FELONEY	FILLED	NU	June 20, 2016
OSPDC: Housing	INCLUSIONARY HOUSING SPEC	MIKE FELONEY	NEW POSITION - AWAITING BOA APPROVAL	NU	September 6, 2016
OSPDC: Housing	HOUSING PROGRAM COORDINATOR	MIKE FELONEY	FILLED	NU	June 13, 2016
OSPDC: PLANNING & ZONING	COMMUNITY OUTREACH COORD	GEORGE PROAKIS	NEW POSITION - AWAITING BOA APPROVAL	NU	September 6, 2016
OSPDC: Planning & Zoning	SENIOR PLANNER	GEORGE PROAKIS	INTERVIEWS IN PROCESS	NU	July 5, 2016
OSPDC: Transp & Infras	PLANNER GREEN INFRASTRUCTURE	BRAD RAWSON	NEEDS TO BE ADVERTISED	NU	September 6, 2016
PERSONNEL	RECRUITER (PT 20HRS)	BILL ROCHE	NEW POSITION - AWAITING BOA APPROVAL	NU	September 6, 2016
PERSONNEL	BENEFIT SPECIALIST	BILL ROCHE	FILLED	NU	June 26, 2016
POLICE DEPT	IT/COMMUNICATIONS CIVILIAN	DAVE FALLON	FILLED	NU	May 16, 2016
POLICE DEPT	MECHANIC	DAVE FALLON	CURRENTLY ON HOLD - Pending Admin Code	NU	N/A
POLICE DEPT	JR. CLERK-SUBSTATION	DAVE FALLON	offer made	U	July 5, 2016
POLICE DEPT	PATROLMAN (2)	DAVE FALLON	CALLED FOR CIVIL SERVICE LIST	U	September 6, 2016
RECREATION	ASST. RECREATION FACILITIES MANAGER	JILL LATHAN	CURRENTLY ON HOLD - Status Pending Admin Code	NU	N/A
RECREATION & PARKS	OPERATIONS DIR - FIELD MAINT	JILL LATHAN	NEW POSITION - AWAITING BOA APPROVAL	NU	ASAP
SEWER	SHMEO/CATCH BASIN CLEANER	MARK LAW HORNE	NEW POSITION - AWAITING BOA APPROVAL	U	September 6, 2016
SUSTAINABILITY & ENVIRONMENT	SUSTAINABILITY COORDINATOR	OLIVER SELLERS-GARCIA	NEW POSITION - AWAITING BOA APPROVAL	NU	September 6, 2016
Traffic & Parking	PARKING CONTROL OFFICER (2)	SUZANNE RINFET	1-FILLED / 1- Interviews in process	U	May 23, 2016 / July 5, 2016
Treasury	SENIOR CLERK	PETER FORCELLES	FILLED	U	June 27, 2016
WATER	FIELDS OPERATION MGR	MARK LAW HORNE	On-Hold - Pending Admin Code Status	NU	N/A
WATER	SHMEO\PWL	MARK LAW HORNE	NEW POSITION - AWAITING BOA APPROVAL	U	September 6, 2016
WATER	HMEO	MARK LAW HORNE	OFFER MADE	U	July 5, 2016

•Any Questions?