


COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : January 9, 2015

To : Committee on Finance, Personnel & Audit

FROM : Rick Ceschin, Deputy Director of Human Resources 

SUBJECT : **Informational Report for 01/29/2015**
Finance, Personnel & Audit Committee Meeting

Attached are a series of informational reports listing various personnel transactions that the Chief Human Resources Officer intends to approve for implementation.

The reports are:

- Reclassifications
- Advancements within the pay range
- Reallocations
- Appointments at an advanced step of the pay range
- Revisions to Executive Compensation Plan [ECP]
- Dual employment
- Emergency appointment
- Temporary appointment
- Temporary assignments to a higher classification (updated through January 2, 2015)

These reports are provided in accordance with the provisions of Chapter 17 of the County General Ordinances and may be included on the agenda of the January 29, 2015 Finance, Personnel & Audit Committee Meeting for informational purposes.

RC:jam

Copy: HR Managers

Compensation Report

REVISED
01/06/2015

January 2015

In accordance with the provisions of Chapter 17 of the Milwaukee County General Ordinances, the Director of Human Resources intends to approve for implementation. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions. (Reclassifications, Advancements Within The Pay Range and Reallocations)
*Change in Duties has to reflect a weight of 25% or more.

HIGH/LOW ORG	REQUESTOR	ORDINANCE TYPE	CURRENT TITLE / JOB CODE & POSITION #	RECOMMENDED TITLE / JOB CODE & POSITION #	NO. POSITIONS	CURRENT		RECOMMENDED		INFORMATIONAL: Market equitable alignment based on overall job duties/responsibilities, competencies and educational/experience requirement.	Effective Date
						PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE		
1151/1157	DAS	Performance Advancement	Coordinator Budget Capital 00009419000001	N/A	1	38M	01 \$ 84,095.23 02 \$ 87,640.12 03 \$ 91,185.85 04 \$ 95,868.96 05 \$ 101,761.28	38M	01 \$ 84,095.23 02 \$ 87,640.12 03 \$ 91,185.85 04 \$ 95,868.96 05 \$ 101,761.28	Immediate Recruitment Need Internal Equity Misclassification No Incumbent Red Circled Retention Other: Exceptional Performance	11/24/2014
4300/4312	HOC	RECLASSIFICATION	Accountant 3 00004300000005	Accounting Supervisor	1	21	01 \$ 44,016.38 02 \$ 45,772.02 03 \$ 47,640.05 04 \$ 49,191.28 05 \$ 50,809.74	31M	01 \$ 61,746.92 02 \$ 64,721.45 03 \$ 67,633.79 4 \$ 70,605.58 05 \$ 73,525.06	Immediate Recruitment Need Internal Equity Misclassification No Incumbent Red Circled	1/1/2015
4300/4312	HOC	RECLASSIFICATION	Fiscal Assistant 1 000040400000033	Fiscal Specialist	1	03P	01 \$ 28,408.07 02 \$ 29,410.78 03 \$ 30,413.07 04 \$ 31,415.99 05 \$ 32,418.92 06 \$ 33,421.42 07 \$ 34,424.34 08 \$ 35,426.63 09 \$ 36,429.55	05P	01 \$ 32,687.19 02 \$ 33,840.74 03 \$ 34,994.71 4 \$ 36,148.05 05 \$ 37,302.22 06 \$ 38,455.35 07 \$ 39,608.90 08 \$ 40,762.87 09 \$ 41,916.00	Immediate Recruitment Need Internal Equity Misclassification No Incumbent Red Circled	1/1/2015
4300/4312	HOC	RECLASSIFICATION	Power Plant Operator 00058600000001, 2, 5	N/A	3	20	01 \$ 42,375.45 02 \$ 44,016.38 03 \$ 45,772.02 04 \$ 47,640.05 05 \$ 49,191.28	21	01 \$ 44,016.38 02 \$ 45,772.02 03 \$ 47,640.05 4 \$ 49,191.28 05 \$ 50,809.74	Immediate Recruitment Need Internal Equity Misclassification No Incumbent Red Circled	1/1/2015
4300/4312	HOC	RECLASSIFICATION	Power Plant Operator 00058600000006	N/A	1	20	01 \$ 42,375.45 02 \$ 44,016.38 03 \$ 45,772.02 04 \$ 47,640.05 05 \$ 49,191.28	21	01 \$ 44,016.38 02 \$ 45,772.02 03 \$ 47,640.05 04 \$ 49,191.28 05 \$ 50,809.74	Immediate Recruitment Need Internal Equity Misclassification No Incumbent Red Circled	1/1/2015
5100/5190	DOT HWY	Reclassificaton	Fiscal And Budget Mgr Hiw 00076170000001	Financial Manager	1	915E	01 \$ 62,285.78 02 \$ 65,399.79 03 \$ 68,514.86 04 \$ 71,628.46 05 \$ 74,743.10 06 \$ 77,079.61 07 \$ 79,414.86 08 \$ 80,971.76	35M	01 \$ 73,524.85 02 \$ 77,066.59 03 \$ 80,609.59 04 \$ 84,095.23 05 \$ 87,640.12	Immediate Recruitment Need Internal Equity Misclassification No Incumbent Red Circled Retention Other:	1/1/2015
9000/9041	Parks	Reclassificaton	Marketing Coordinator 00041420000002	Marketing Manager	1	33M	01 \$ 67,633.79 02 \$ 70,605.58 03 \$ 73,524.85 04 \$ 77,066.59 05 \$ 80,609.59	36M	01 \$ 77,066.59 02 \$ 80,609.59 03 \$ 84,095.23 04 \$ 87,640.12 05 \$ 91,185.85	Immediate Recruitment Need Internal Equity Misclassification No Incumbent Red Circled Retention	1/1/2015

RECLASS
DAS FISCAL FORM
12/31/2014

RECLASSIFICATION DAS FISCAL FORM

Department: House of Correction
Date of Reclassification Request: 12/31/2014
Date of Anticipated Reclassification: 1/1/2015

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2014 total	Annual Total
EXISTING POSITION(S)*:															
1	4300		0000430	Accountant 3	21	03	1	1.0	22.90	1,832	140	730	26	70,262	70,262
2	4300		0000404	Fiscal Assitant 1	03P	04	1	1.0	15.10	1,208	92	662	26	51,044	51,044
3	4300		0005860	Power Plant Operator	20	04	3	3.0	22.90	1,832	140	730	26	210,785	210,785
4	4300		0005860	Power Plant Operator	20	01	1	1.0	20.37	1,630	125	708	26	64,026	64,026
													SUBTOTAL:	396,117	396,117
RECLASSIFIED POSITION(S)*:															
1	4300			Accounting Supervisor	31M	04	1	1.0	33.95	2,716	208	825	26	97,464	97,464
2	4300			Fiscal Specialist	05P	08	1	1.0	19.60	1,568	120	701	26	62,116	62,116
3	4300			N/A	21	04	3	3.0	23.65	1,892	145	736	26	216,298	216,298
4	4300			N/A	21	01	1	1.0	21.16	1,693	130	715	26	65,969	65,969
													SUBTOTAL:	441,847	441,847
													TOTAL COST:	45,730	45,730

* Pension Fixed Rate for 2014 = 10.80% of salary (No impact on Health Insurance of this action)

**

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE ADVANCEMENT: Yes

COMMENT/NARRATIVE (optional): Necessary to retain employee in county service.



Director of Performance, Strategy, and Budget

1-5-14

DATE

RECLASS
DAS FISCAL FORM
12/31/2014

RECLASSIFICATION DAS FISCAL FORM

Department: Parks

Date of Reclassification Request: 12/31/2014

Date of Anticipated Reclassification: 1/1/2015

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2014 total	Annual Total
EXISTING POSITION(S)*:															
1	9000		0004142	Marketing Coordinator	33M	05	1	1.0	38.75	3,100	237	867	26	109,314	109,314
													SUBTOTAL:	109,314	109,314
RECLASSIFIED POSITION(S)*:															
1	9000			Marketing Manager	36M	03	1	1.0	40.43	3,234	247	881	26	113,443	113,443
													SUBTOTAL:	113,443	113,443
													TOTAL COST:	4,129	4,129

* Pension Fixed Rate for 2014 = 10.80% of salary (No impact on Health Insurance of this action)

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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE ADVANCEMENT: Yes

COMMENT/NARRATIVE (optional): Necessary to retain employee in county service.

Director of Performance, Strategy, and Budget

1-5-14

DATE

RECLASS
DAS FISCAL FORM
1/7/2015

RECLASSIFICATION DAS FISCAL FORM

Department: DOT

Date of Reclassification Request: 12/31/2014

Date of Anticipated Reclassification: 1/1/2015

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2014 total	Annual Total
EXISTING POSITION(S)*:															
1	5100		00076170	Fiscal and Budget Mgr Hiw	915E	03	1	1.0	32.94	2,635	202	817	26	94,988	94,988
													SUBTOTAL:	94,988	94,988
RECLASSIFIED POSITION(S)*:															
1	5100		TBD	Financial manager	35M	01	1	1.0	35.35	2,828	216	837	26	100,922	100,922
													SUBTOTAL:	100,922	100,922
													TOTAL COST:	5,934	5,934

* Pension Fixed Rate for 2014 = 10.80% of salary (No impact on Health Insurance of this action)

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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE ADVANCEMENT: Yes

COMMENT/NARRATIVE (optional): Necessary to retain employee in county service.

Director of Performance, Strategy, and Budget

1-7-15

DATE

**Appointments at an Advanced Step of the Pay Range
Finance, Personnel & Audit Committee Report
January 2015**

^Bold/shaded border denotes rates of incumbents

REQUESTOR	ORG UNIT	PREVIOUS CLASSIFICATION	CURRENT CLASSIFICATION	PAY GRADE	# OF STEPS ^	REQUESTED HOURLY RATE	ANNUALIZED SALARY BY STEPS	APPOINTED STEP	APPOINTED DATE	JUSTIFICATION
IMSD	1160	Network Technical Specialist	N/A	28D	1	32.920142	\$ 68,473.90	03	12/03/2014	New Hire Appointment / 7 years of Direct Experience
					2	33.907316	\$ 70,527.22			
					3	35.094268	\$ 72,996.08			
					4	36.497764	\$ 75,915.35			
					5	38.322733	\$ 79,711.28			
					6	40.622099	\$ 84,493.97			
District Attorney	4500	Secretary NR	N/A	05PM	1	15.408459	\$ 32,049.59	04	12/22/2014	New Hire Appointment / 15 years of Direct Experience
					2	15.952142	\$ 33,180.46			
					3	16.496128	\$ 34,311.95			
					4	17.039811	\$ 35,442.81			
					5	17.583898	\$ 36,574.51			
					6	18.127278	\$ 37,704.74			
					7	18.671264	\$ 38,836.23			
					8	19.215048	\$ 39,967.30			
					9	19.758832	\$ 41,098.37			
District Attorney	4500	Clerical Assistant 2	N/A	04P	1	15.408459	\$ 32,049.59	02	11/24/2014	New Hire Appointment / 4 years of Direct Experience
					2	15.952142	\$ 33,180.46			
					3	16.496128	\$ 34,311.95			
					4	17.039811	\$ 35,442.81			
					5	17.583898	\$ 36,574.51			
					6	18.127278	\$ 37,704.74			
					7	18.671264	\$ 38,836.23			
					8	19.215048	\$ 39,967.30			
					9	19.758832	\$ 41,098.37			
DOT - Airport	5040	Fiscal Assistant II	N/A	04P	1	15.408459	\$ 32,049.59	04	12/04/2014	New Hire Appointment / 2 years of Direct Experience
					2	15.952142	\$ 33,180.46			
					3	16.496128	\$ 34,311.95			
					4	17.039811	\$ 35,442.81			
					5	17.583898	\$ 36,574.51			
					6	18.127278	\$ 37,704.74			
					7	18.671264	\$ 38,836.23			
					8	19.215048	\$ 39,967.30			
					9	19.758832	\$ 41,098.37			
DHHS	8000	Housing Prog Asst Spec Needs	N/A	19	1	19.799535	\$ 41,183.03	03	11/25/2014	New Hire Appointment / 6 years of Direct Experience
					2	20.372811	\$ 42,375.45			
					3	21.161722	\$ 44,016.38			
					4	22.005779	\$ 45,772.02			
					5	22.903871	\$ 47,640.05			
DHHS	8000	Asst. Superintendent Juv Det.	N/A	33M	1	32.516243	\$ 67,633.79	03	12/05/2014	New Hire Appointment / 18 years of Direct Experience
					2	33.944989	\$ 70,605.58			
					3	35.348485	\$ 73,524.85			
					4	37.051244	\$ 77,066.59			
					5	38.754609	\$ 80,609.59			
Zoo	9500	Cash Accounting Assistant	N/A	03P	1	13.657725	\$ 28,408.07	05	11/23/2014	New Hire Appointment / 11 years of Direct Experience
					2	14.139798	\$ 29,410.78			
					3	14.621669	\$ 30,413.07			
					4	15.103843	\$ 31,415.99			
					5	15.586017	\$ 32,418.92			
					6	16.067989	\$ 33,421.42			
					7	16.550163	\$ 34,424.34			
					8	17.032034	\$ 35,426.63			
					9	17.514208	\$ 36,429.55			

REVISIONS TO Executive Compensation Plan (ECP) REPORT
Finance, Personnel & Audit Committee Meeting
January 29, 2015

Currently, there are no "Revisions to ECP" to report.

**Dual Employment Report
Finance, Personnel & Audit Committee Meeting
January 29, 2015**

<u>Organizational Unit</u>	<u>Name</u>	<u>Current Classification</u>	<u>Current Pay Range</u>	<u>Dual Employment</u>	<u>Dual Employment Pay Range</u>
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Currently, there are no "Dual Employments" to report.

Emergency Appointment Report
Finance, Personnel & Audit Committee Meeting
January 29, 2015

Requestor	Dept	Last Name	First Name	Title Description	Employee Class	Status	Emergency Appt Date	Pay Range
HR	1142	Sanders	Breone	Compensation Asst/HRIS	F	A	5/25/2014	06PM

Temporary Appointment Report
Finance, Personnel & Audit Committee Meeting
January 29, 2015

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
TPW	5110	Arnold	Zachary	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5140	Bartz	Robert	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5140	Bauer	Matthew	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5120	Blain	Ricky	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5110	Carter	Kenneth	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5140	Critton	Mickey	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5160	Darnell	Tewan	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5160	Davis	Anthony	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
IMSD	5160	Halbrucker	Robert	32610	Highway Mtce Wkr 1	A	F	80	12/2/2014	TA
TPW	5140	Johnson	Dennis	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5160	Johnson	Jeffrey	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5140	Laack	Jerome	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5140	Lesueur	Mark	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5140	Luedtke	Michael	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	1163	Mangione	Jeremy	87420	Info Systems Intern	A	F	0	6/24/2013	TA
TPW	5160	Manka	John	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5110	Mc Kay	Dwayne	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5120	Parham	Chad	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5110	Perkins	Douglas	32610	Highway Mtce Wkr 1	A	F	80	11/16/2014	TA
TPW	5140	Rouse	Cameron	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5120	Sanchez	Favian	32610	Highway Mtce Wkr 1	A	F	80	12/2/2014	TA
TPW	5160	Sazama	Rory	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5110	Simmons	Tyrone	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5110	Stern	Marcus	32610	Highway Mtce Wkr 1	A	F	80	12/22/2014	TA
TPW	5110	Stewart	Demetrius	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5160	Stueck	Donald	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5120	Tersen	Douglas	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5140	Treonis	John	32610	Highway Mtce Wkr 1	A	F	80	11/16/2014	TA
TPW	5160	VanAacken	Kevin	32610	Highway Mtce Wkr 1	A	F	80	11/24/2014	TA
TPW	5120	Weeks	Vann	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5140	Zieman	Robert	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA

Temporary Assignment to a Higher Classification (TAHC) Report
Finance, Personnel & Audit Committee Meeting
January 29, 2015

DEPT	FIRST NAME	LAST NAME	CURRENT JOB TITLE	OLD PAY RANGE	NEW PAY RANGE	TAHC JOB TITLE	ORIG START	EXTENDED/NEW DATE	END DATE	TYPE OF EXT	REASON
MCSO	Daniel	Brodsky	CO1	14Z	23CM	CO LT	11/1/2014		1/29/2015		Incumbent promoted
MCSO	Kashka	Meadors	CO1	14Z	23CM	CO LT	8/3/2014	11/1/2014	1/29/2015	HR	Incumbent on TAHC
MCSO	Daniel	Dittberner	Deputy Sheriff	17BZ	22B	Sheriff Sergeant	11/19/2014		2/16/2015		Vacant position
DHHS	Kenneth	Biarni	Juv CO	14Z	28M	Supvr Juv CO	12/22/2014		3/21/2015		Incumbent promoted
DHHS	Danyelle	Brook	HSW Juvenile Justice	16C	26M	Human Services Supvr	12/15/2014		3/14/2015		Incumbent medical leave
Family Care	Melissa	Emond	Clerical Asst 1	03P	04P	Secretarial Asst	9/14/2014	12/13/2014	3/12/2015	HR	Incumbent retired
Family Care	Tina	Anderson	Unit Supervisor LTS	26M	29M	Prog. Coord-Enrollment	11/17/2014		2/14/2015		
Airport	Steven	Brasch	Auto & Eq Serv Tech DOT	19	20	Auto & Eq Serv Tech IC	11/1/2014		1/29/2015		Seasonal position
Airport	Terry	Blue	ExDir2 Dept dir-Oprmn	902E	EX1D	Interim Airport Director	7/19/14	10/16/2014	4/16/2015	Action	Incumbent retired
Airport	Kathleen	David	Airport Operations Manager	34M	902E	Interim Airport Deputy Director	4/21/14	10/16/2014	4/16/2015	Action	Incumbent on TAHC
Airport	James	Grava	Asst Airport Oper Mgr	28M	34M	Interim Airport Operations Mgr	4/21/14	10/16/2014	4/16/2015	Action	Incumbent on TAHC
Zoo	Amanda	Ista	Zookeeper	15	17A	Zoo Area Supervisor	12/12/2014		3/11/2015		Incumbent SPH PRB
DA	Darlene	Fuller	Clerical Asst 1	03P	07PM	Sr. Exec. Asst	11/10/2014	1/3/2015	4/3/2015	HR	Incumbent deceased

The TAHC has been extended by the Director of DHR. The County Board of Supervisors and the County Executive must approve the second extension to a *vacant unclassified position through adoption of a resolution.*