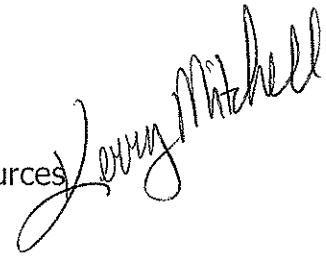


COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : January 12, 2012
TO : Committee on Personnel
FROM : Kerry J. Mitchell, Interim Director of Human Resources
SUBJECT : **Informational Report for 01/27/2012
Personnel Committee Meeting**



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

These reports (*reclassifications, advancements within the pay range, reallocations, and revisions to ECP*) are provided in accordance with the provisions of Chapter 17 and may be included on the agenda of the January 27, 2012 Personnel Committee Meeting for informational purposes.

In the event the Personnel Committee takes no action, the transactions noted on the reports will be implemented.

KJM:rly

Copy: HR Managers

Reclassification Report

In accordance with the provisions of 17.05 of the Milwaukee County General Ordinances, the Director of Human Resources intends to reclassify the position noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with this action.

Requestor	Org	Position	Current Classification (Title)	Current Pay Range	Proposed Classification (Title)	Proposed Pay Range	Current Year Impact (Top Step)	Annual Year Impact	Rate Steps	Pay Grade Rates	Reason
Child Support	2432	59270	Legal Counsel 2	34EM	Legal Counsel Administrator Child Support Services	37AM	\$6,448	\$6,985	01	\$46.3335	Change in Duties
									02	\$49.0132	
									03	\$51.9530	
									04	\$55.0701	
									05	\$58.3624	
Child Support	2432	59260	Legal Counsel Child Support Supervisor	38M	Legal Counsel Assistant Administrator	38LM	\$5,635	\$6,104	01	\$39.4385	Change in Duties
									02	\$41.1010	
									03	\$42.7638	
									04	\$44.9601	
									05	\$47.7234	
									6	\$50.6584	
									7	\$53.7739	
UW Extension	9910	00017	Clerical Assistant 2 NR	4PM	Executive Assistant-UW Extension	6PM	\$3,572	\$3,889	01	\$16.3036	Change in Duties
									02	\$16.8789	
									03	\$17.4545	
									04	\$18.0299	
									05	\$18.6053	
									06	\$19.1806	
									07	\$19.7563	
									08	\$20.3316	
									09	\$20.9068	
Parks	9000	42190	*Forestry Worker DOT	15Z	Natural Resources Technician Parks	15Z	\$0	\$0			Retitle
Parks	9000	42155	**Forestry Worker DOT In Charge	21	Natural Resources Technician In Charge Parks	21	\$0	\$0			Retitle

*5 positions

**36 positions

Reclassification Report

In accordance with the provisions of 17.05 of the Milwaukee County General Ordinances, the Director of Human Resources intends to reclassify the position noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with this action.

Requestor	Org	Position	Current Classification (Title)	Current Pay Range	Proposed Classification (Title)	Proposed Pay Range	Current Year	Annual Year	Rate Steps	Pay Grade Rates	Reason
Parks	9000	41340	Safety and Training Coordinator Parks	30M	Safety, Security and Training Manager	32M	\$5,045	\$5,466	01	\$30,3527	Change in Duties
									02	\$31,7185	
									03	\$33,1122	
									04	\$34,4813	
									05	\$36,1423	
Family Care	7990	76154	Accounting Manager CMO Accounts Receivable	32M	Assistant Program Administrator Fiscal/Contracts	33M	\$2,628	\$2,847	01	\$31,7185	Change in Duties
									02	\$33,1122	
									03	\$34,4813	
									04	\$36,1423	
									05	\$37,8038	
Family Care	7993	04350	Accountant IV NR	25M	Accounting Manager Family Care	32M	\$11,528	\$12,489	01	\$30,3527	Change in Duties
									02	\$31,7185	
									03	\$33,1122	
									04	\$34,4813	
									05	\$36,1423	
Benefits	1188	04895	Benefits Operations Manager	38M	ExDir2-Employee Benefits Administrator	902E	\$12,905	\$13,980	Min	\$37,2000	Change in Duties
									Mid	\$46,1600	
									Max	\$55,1200	

Total

\$68,958 \$74,723

Personnel Committee Date: January 27, 2012

ADVANCEMENT WITHIN THE PAY RANGE REPORT

In accordance with the provisions of 17.10 of the County General Ordinances, the Director of Human Resources intends to approve the advancement within the pay range for the positions noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions.

REQUESTOR	DEPT ORG UNIT	TITLE CODE NO POS	CURRENT CLASSIFICATION REQUESTED STEP CHANGE	PAY RANGE	CURR YEAR	SUB YEAR	RATE STEPS	PAYGRADE RATES	REASON
							01	\$ 32,8883	
							02	\$ 34,5328	
							03	\$ 36,1770	
Parks	9100	00079560 / 0002	Asst Chief of Recreation & Business Operations To advance from step 3 to step 4 of the pay same range	916E	\$425	\$3,696	04	\$ 37,8215 ^A	To retain the services of the incumbent
							05	\$ 39,4660	
							06	\$ 40,6994	
							07	\$ 41,9326	
							08	\$ 42,7549	

Total: \$425 \$3,696

Reallocation Report
Personnel Committee Meeting
January 27, 2012

In accordance with the provisions of 17.055 of the County General Ordinances, the Director of Human Resources intends to reallocate the positions noted below.
The Department of Administration has verified that funds are available within the adopted budget.

DEPT	DEPT ORG	TITLE CODE	AUT POS	FILLED POS	CURRENT CLASSIFICATION	CURRENT PAY RANGE & # OF STEPS	PAY RATE	RECOMMENDED PAY RANGE & # OF STEPS	PAY RATE	PAY STEP	NEW PAY RATE	CURR YEAR DIFF	SUB YEAR DIFF	MAX YEAR DIFF	REASON
5040	5051	00076770	1	1	Airport Maintenance Manager	8 STEPS IN PAY RANGE	\$ 29.2104	34M	\$ 33.1122	From step 5 of old rate to step 3 of new rate	\$ 36.1423*	\$ 2,158	\$ 2,449	\$ 2,449	SALARY COMPRESSION
							\$ 30.6708		\$ 34.4813						
							\$ 32.1317		\$ 36.1423						
							\$ 33.5919		\$ 37.8038						
							\$ 35.0526*		\$ 39.4385						
							\$ 36.1484								
							\$ 37.2435								
							\$ 37.9737								
5040	5061	00076780	1	1	Airport Operations Managers	8 STEPS IN PAY RANGE	\$ 29.2104	34M	\$ 33.1122	From step 6 of old rate to step 4 of new rate	\$ 37.8038*	\$ 3,279	\$ 3,721	\$ 3,721	SALARY COMPRESSION
							\$ 30.6708		\$ 34.4813						
							\$ 32.1317		\$ 36.1423						
							\$ 33.5919		\$ 37.8038						
							\$ 35.0526		\$ 39.4385						
							\$ 36.1484*								
							\$ 37.2435								
							\$ 37.9737								
5100	5190	00077430	1	1	Highway Maintenance Manager	8 STEPS IN PAY RANGE	\$ 29.2104	34M	\$ 33.1122	From step 6 of old rate to step 4 of new rate	\$ 37.8038*	\$ 3,279	\$ 3,721	\$ 3,721	SALARY COMPRESSION
							\$ 30.6708		\$ 34.4813						
							\$ 32.1317		\$ 36.1423						
							\$ 33.5919		\$ 37.8038						
							\$ 35.0526		\$ 39.4385						
							\$ 36.1484*								
							\$ 37.2435								
							\$ 37.9737								
5100	5190	00077460	1	1	Assistant Highway Maintenance Manager	8 STEPS IN PAY RANGE	\$ 26.1407	31M	28.9577	From step 6 of old rate to step 4 of new rate	\$ 33.1122*	\$ 1,512	\$ 1,716	\$ 1,716	SALARY COMPRESSION
							\$ 27.4477		30.3527						
							\$ 28.7546		31.7185						
							\$ 30.0614		\$ 33.1122						
							\$ 31.3686		34.4814						
							\$ 32.3487*								
							\$ 33.3289								
							\$ 33.9827								
1140	1141	00076632	1	NA	Executive Director 2 - Human Resources Compensation Manager	36M 5 STEPS IN THE PAY RANGE	\$ 36.1423	902E PAY RANGE CONSIST OF A MINIMUM, MIDPOINT AND MAXIMUM WAGE RATE	\$ 37.20	NA, NO CURRENT INCUMBENT	NA	NA	NA	NA	RECRUITMENT & RETENTION
							\$ 27.8038		\$ 46.16						
							\$ 39.4385		\$ 55.12						
							\$ 41.1010								
							\$ 42.7638								
TOTALS												\$10,228.00	\$11,607.00	\$11,607.00	

* Bold pay rates indicate old and new rates used to determine fiscal impact of Reallocation for incumbent currently in the position.

**REVISIONS TO ECP REPORT
Personnel Committee Meeting
January 27,2012**

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