

Revised

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : August 27, 2020

To : Chairwoman Marcelia Nicholson, Milwaukee County Board of Supervisors

FROM : Dean Legler, Director of Compensation/HRIS, Department of Human Resources

SUBJECT : **Informational Report for September 2020 Personnel Committee Meeting**

Attached are a series of informational reports listing various personnel transactions that have been approved for implementation.

The reports are:

- Reclassifications
- Advancements within the pay range
- 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 August 14, 2020)

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 September 2020 Personnel Committee Meeting for informational purposes.

Copy: HR Business Partners

**Personnel Committee Meeting
Compensation Report
September 2020**

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.

Index #	REQUESTOR	TYPE	CURRENT	RECOMMENDED	NO. POSITIONS	CURRENT		RECOMMENDED		Civil Service Classification	Comments	Effective Date	%		
			TITLE	TITLE		PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE						
1	DHHS	Reclassification	Assistant Housing Stabilization	Lead Comm Intervention Splst	1	24	01	\$ 52,540.59	27	01	\$ 58,558.90	Classified	Reclassing position to align salary with job duties & responsibilities.	7/27/20	12.93%
							02	\$ 54,549.79		02	\$ 61,209.08				
							03	\$ 56,554.38		03	\$ 63,865.66				
							04	\$ 58,558.96		04	\$ 66,905.73				
							05	\$ 61,208.91		05	\$ 69,881.10				
2	DOT	Reclassification	Coordinator Administrative	Contract Services Coordinator	1	22M	01	\$ 48,349.85	27	01	\$ 58,558.90	Classified	Reclassing position to align salary with job duties & responsibilities.	7/13/20	9.88%
							02	\$ 50,322.91		02	\$ 61,209.08				
							03	\$ 51,961.50		03	\$ 63,865.66				
							04	\$ 53,671.18		04	\$ 66,905.73				
							05	\$ 55,704.51		05	\$ 69,881.10				
3	DOT	Increase within Salary Grade	Sr. Manager Financial	Sr. Manager Financial	1	38M	01	\$ 90,599.03	38M	01	\$ 90,599.03	Classified	Equity issues being addressed	7/13/20	6.15%
							02	\$ 94,417.99		02	\$ 94,417.99				
							03	\$ 98,238.05		03	\$ 98,238.05				
							04	\$ 103,283.19		04	\$ 103,283.19				
							05	\$ 109,631.34		05	\$ 109,631.34				
4	Comptroller	Increase within Salary Grade	Assistant Accounts Payable	Assistant Accounts Payable	1	05P	01	\$ 35,215.09	05P	01	\$ 35,215.09	Classified	Equity issues being addressed	8/24/20	6.82%
							02	\$ 36,457.83		02	\$ 36,457.83				
							03	\$ 37,701.23		03	\$ 37,701.23				
							04	\$ 38,943.75		04	\$ 38,943.75				
							05	\$ 40,187.15		05	\$ 40,187.15				
							06	\$ 41,429.45		06	\$ 41,429.45				
							07	\$ 42,671.97		07	\$ 42,671.97				
							08	\$ 43,915.37		08	\$ 43,915.37				
							09	\$ 45,157.67		09	\$ 45,157.67				
5	DHHS	Reclassification	Administrative Coordinator	Quality Strategy Coordinator	1	27M	01	\$ 57,416.17	33M	01	\$ 72,864.21	Classified	Reclassing position to align salary with job duties & responsibilities.	8/24/20	9.53%
							02	\$ 60,015.35		02	\$ 76,066.10				
							03	\$ 60,796.01		03	\$ 79,211.04				
							04	\$ 63,689.70		04	\$ 83,026.68				
							05	\$ 66,522.24		05	\$ 86,843.65				

July 2020 Monthly Position Change Fiscal Effect Form

Item #	Department	Type	Old Title	New Title	Sal / SS	Sal / SS	Sal / SS	2020	Effective Date	Funding Source
					Old	New	Variance	Variance		
1	8000 - DHHS	Reclassification	Assistant Housing Stabilization	Lead Comm Intervention Spclst	\$ 60,881	\$ 68,751	\$ 7,871	\$ 3,386	7/27/2020	Dedicated Funding
1	5090 - Transport Svcs	Reclassification	Coordinator Administrative-	Coordinator Administrative-	\$ 59,966	\$ 65,892	\$ 5,926	\$ 2,776	7/13/2020	Dedicated Funding
1	5800 - MCDOT	Advancement	Sr. Manager Financial	Sr. Manager Financial	\$ 111,184	\$ 118,018	\$ 6,834	\$ 3,202	7/13/2020	Dedicated Funding
1	3700 - Comptroller	Advancement	Assistant Accounts Payable	Assistant Accounts Payable	\$ 39,247	\$ 41,923	\$ 2,676	\$ 946	8/24/2020	Dedicated Funding
1	8000 - DHHS	Reclassification	Administrative Coordinator	Quality Strategy Coordinator	\$ 71,611	\$ 78,438	\$ 6,827	\$ 2,413	8/24/2020	Dedicated Funding

The department has identified a funding source and the action has been approved under Administrative Procedure 03.07 - Position Change Requests.
 The fiscal effect includes salary and social security costs. Fringe benefit costs and potential revenue offsets are not included.

Joe Lamers
 Director of Performance, Strategy, and Budget

Date
 August 26, 2020

**Appointments at an Advanced Step of the Pay Range
Personnel Committee Report
Sept 2020**

^Bold/Shaded border denotes rates of incumbents

INDEX	REASON	REQUESTOR	CURRENT CLASSIFICATION	PAY GRADE	# OF STEPS ^	REQUESTED HOURLY RATE	ANNUALIZED SALARY BY STEP	APPOINTMENT STEP	APPOINTMENT DATE	JUSTIFICATION
1	New Hire	Human Resources	Analyst Retirement	21M	01	\$22.35	\$46,494.68	3	6/1/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$23.25	\$48,349.85			
					03	\$24.19	\$50,322.91			
					04	\$24.98	\$51,961.50			
					05	\$25.80	\$53,671.18			
2	New Hire	DHHS	Community Intervention Spec	24	01	\$25.26	\$52,540.59	3	6/15/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$26.23	\$54,549.79			
					03	\$27.19	\$56,554.38			
					04	\$28.15	\$58,558.96			
					05	\$29.43	\$61,208.91			
3	New Hire	DHHS	Community Intervention Spec	24	01	\$25.26	\$52,540.59	3	6/29/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$26.23	\$54,549.79			
					03	\$27.19	\$56,554.38			
					04	\$28.15	\$58,558.96			
					05	\$29.43	\$61,208.91			
4	New Hire	DHHS	Community Intervention Spec	24	07	\$25.26	\$52,540.59	3	6/29/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$26.23	\$54,549.79			
					03	\$27.19	\$56,554.38			
					04	\$28.15	\$58,558.96			
					05	\$29.43	\$61,208.91			
5	New Hire	Aging	Prog Planning Coord	30M	01	\$30.62	\$63,689.70	3	6/1/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$31.98	\$66,522.24			
					03	\$33.52	\$69,726.78			
					04	\$35.03	\$72,864.21			
					05	\$36.57	\$76,066.10			

6	New Hire	County Exec	Specialist Constituent Service	18M	01	\$20.34	\$42,307	5	6/22/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$20.91	\$43,503			
					03	\$21.52	\$44,762			
					04	\$22.35	\$46,495			
					05	\$23.25	\$48,350			
7	New Hire	IMSD	Analyst Appls System IT III	28D	01	\$35.47	\$73,769	5	6/29/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$36.53	\$75,982			
					03	\$37.81	\$78,641			
					04	\$39.32	\$81,787			
					05	\$41.29	\$85,876			
					06	\$43.76	\$91,028			
8	Rehire	IMSD	Specialist POS - Zoo	20	01	\$21.95	\$45,652.64	2	7/13/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$22.80	\$47,420.39			
					03	\$23.71	\$49,311.98			
					04	\$24.68	\$51,324.56			
					05	\$25.48	\$52,995.61			
9	New Hire	IMSD	Specialist POS Parks	20	01	\$21.95	\$45,652.64	2	6/15/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$22.80	\$47,420.39			
					03	\$23.71	\$49,311.98			
					04	\$24.68	\$51,324.56			
					05	\$25.48	\$52,995.61			
10	New Hire	IMSD	Sr. Network Engineer	28D	01	\$35.47	\$73,769.39	5	7/13/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$36.53	\$75,981.55			
					03	\$37.81	\$78,641.44			
					04	\$39.32	\$81,786.59			
					05	\$41.29	\$85,875.78			
					06	\$43.76	\$91,028.44			
11	New Hire	Zoo	Veterinary Tech Lead	17A	01	\$20.82	\$43,308.02	3	6/1/2020	Training and experience exceed the minimum qualifications for this position.
					02	\$21.40	\$44,502.41			
					03	\$21.94	\$45,635.20			
					04	\$22.51	\$46,827.16			
					05	\$23.30	\$48,469.51			

**REVISIONS TO Executive Compensation Plan (ECP) REPORT
Personnel Committee Meeting
September 2020**

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

**Dual Employments
Personnel Committee Meeting
September 2, 2020**

Currently, there are no "Dual Employments" to report.

**Emergency Appointment Report
Personnel Committee Meeting
September 2, 2020**

Currently, there are no "Emergency Appointments" to report.

**Temporary Appointment Report
Personnel Committee Meeting
September 2, 2020**

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
DA	4501	Rodriguez	Oguis	61010013	Intern WP Administrative	I	A	0	9/9/2019	HT

**Temporary Assignment to a Higher Classification (TAHC) Report
Personnel Committee Meeting
September 2, 2020**

Dept	Last Name	First Name	Current Job Description	Old Pay Range	New Pay Range	TAHC Job Description	TAHC Date Begin	Extended/ New End Date	TAHC Date End	Reason
AIRPORT	Brost	Patrick	Airport Pub Safety & Security	25	28M	Assistant Airport Public Saf/Sec Manager	7/6/2020		10/4/2020	Vacant Position
COURTS	Carmichael	Kimberley	Sr. Clerical Assistant	04P	05P	Clerical Specialist	6/1/2020		8/30/2020	Vacant Position
DAS	Rogers	Megan	Manager Loss Control	34M	902E	Director Risk Management	6/22/2020		9/22/2020	Vacant Position
DAS	Bonk	Mike	Disabilities Manager	22M	901E	Director Disabilities Services	7/27/2020		10/24/2020	Vacant Position
DHHS	LaGrant	Shakita	Assistant Administrator Disability Services	35M	904E	Director Health and Human Services	5/4/2020	8/2/2020	10/30/2020	Vacant Position
DHHS	Luster	Marietta	Program Coordinator	29M	35M	Assistant Admin Disability Services	5/4/2020	8/2/2020	10/30/2020	Incumbent in TAHC
DOT	Vergata	John	Mechanic	22	25	Lead Mechanic	4/30/2020	6/3/2020	10/26/2020	Vacant Position
DOT	Kowalkski	Greg	Assist Highway Maint Supervisor	26M	33M	Assistant Superintendent	7/7/2020		10/5/2020	
HOC	Butler	Margaret	Correctional Officer Seargent	21M	25M	Executive Assistant	1/13/2020		8/1/2020	Vacant Position
HR	Ruiz	Lisa	Manager	35M	903E	Director, Employee Relations	5/18/2020	8/15/2020	11/11/2020	Vacant Position
HR	Roszack	Mary	Management Assistant	06PM	32M	Human Resources Business Partner	7/27/2020		11/27/2020	
PARKS	Sanders	Erica	Park Worker 3 Seasonal	5108	13Z3	Park Maintenance Worker	7/13/2020		10/13/2020	Vacant Position
SHERIFF	Franke	Jeremy	Deputy Sheriff	17BZ	22B	Deputy Sheriff Sgt.	3/21/2020	6/19/2020	9/19/2020	Vacant Position
SHERIFF	Nazario	Robert	Deputy Sheriff	17BZ	22B	Deputy Sheriff Sgt.	2/2/2020	8/2/2020	11/2/2020	Vacant Position
SHERIFF	DeSmet	David	Deputy Sheriff	17BZ	22B	Deputy Sheriff Sgt.	2/2/2020	8/2/2020	11/2/2020	Vacant Position
SHERIFF	Lacey	Gary	Deputy Sheriff	17BZ	22B	Deputy Sheriff Sgt.	6/26/2020		9/23/2020	Vacant Position
ZOO	Skelton	Arleigh	Zoo Worker 3 Seasonal	5515	7	EVS Worker	7/12/2020		10/21/2020	Vacant Position
ZOO	Newell	Joe	Hertiage Farm Attendant	09Z1	15	Zookeeper	6/27/2020		7/25/2020	Vacant Position
ZOO	Danes	Rebecca	Guest Services Supervisor	16Z2	24M	Admission and Transportation Supervisor	8/9/2020		2/27/2021	Vacant Position
ZOO	Melendez	Nancy	EVS Assist. Supervisor	9	24M	EVS Supervisor	4/27/2020	7/28/2020	10/28/2020	Vacant Position