

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: May 20, 2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Requested reallocation of the pay range for the DHR Employee Relations Manager position

FISCAL EFFECT:

- | | |
|---|--|
| <input type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	8,249	19,467
	Revenue	0	0
	Net Cost	8,249	19,467
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

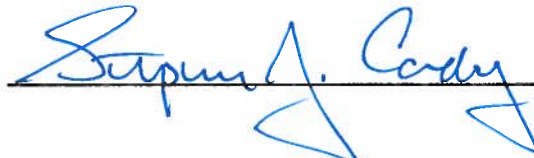
In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Approval of this resolution will approve the reallocation of the pay range for the Department of Human Resources Employee Relations Manager position from 915E to 902E. The fiscal impact of this action was calculated by the Department of Administrative Services – Fiscal Affairs Division as approximately \$8,249 for the remaining 11 pay periods of 2013 and \$19,497 on an annualized basis for salary and fringe benefits. A copy of the original fiscal note presented to the Committee on Finance, Personnel and Audit is attached.

Department/Prepared By Steve Cady, Fiscal and Budget Analyst, County Board

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

**RECLASS
DAS FISCAL FORM
4/24/2013**

REALLOCATION DAS FISCAL FORM
Department Human Resources
Date of Reclass Request: April 24, 2013
Date of anticipated reclasses: May 16, 2013

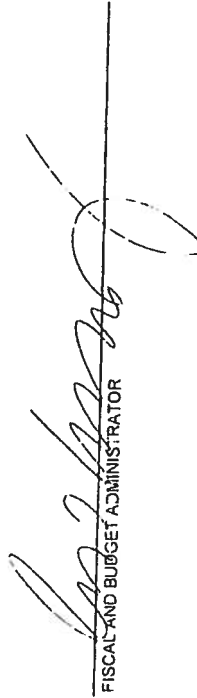
Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No of Positions	FTEs	Hrly Rate	Biweekly Salary	Secur Security	Range Benefits*	Pay Periods Remaining	2013 Total	Annual Total	
1	1140	1143	76520	Employment Relations Manager	915E	8	1	1.0	38.54	3,683	236	1,059	11	48,157	113,926	
RECLASS POSITIONS:																
1	1140	1143	76520	Employment Relations Manager	902E	n/a	1	1.0	46.15	3,692	282	1,153	11	56,406	133,323	
														SUBTOTAL:	48,157	113,826
														SUBTOTAL:	56,406	133,323
														TOTAL COST:	8,249	19,497

* Pension Fixed Rate for 2013 = 5.5% of salary

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASS. Yes

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATIONS? Yes

COMMENT/NARRATIVE (optional): This analysis includes a 5% wage increase in Pay Period 12 per line 2013 Account Budget. The incumbent is currently at the top step of Pay Range 915E (\$67,569 to \$80,170) and, if approved, will be reallocated to an annual salary of \$96,000 (within the range of \$78,537 to \$116,369 in 902E). HR indicates the incumbent plans to retire in June 2013. This Fiscal Note was prepared under the assumption that the new employee will be hired at the same salary as the incumbent. If the employee is hired at a different level, the fiscal impact will also change accordingly. If the employee is hired at the maximum of Pay Range 902E, the estimated annual fiscal impact of this request is \$18,862 in the current year and \$44,583 in the subsequent year.


FISCAL AND BUDGET ADMINISTRATOR

4/24/13
DATE