Milwaukee County

Department of Human Resources
INTER-OFFICE COMMUNICATION

Date:	December 21, 2023
To:	Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors
From:	Margo Franklin, Chief Human Resources Officer, Department of Human Resources
Subject:	From the Chief Human Resources Officer, Department of Human Resources, Requesting Reallocation of (1) Lead Command Duty Officer (Location 480 - OEM, Department)
File Type:	Action Report

REQUEST

This submittal includes a resolution and accompanying fiscal note in support of the request to reallocate (1) Lead Command Duty Officer (Location 480 - OEM, Department). The associated job description is also included for reference.

The reallocation request asks the Chief Human Resources Officer to implement the following reallocation upon Board of Supervisors approval.

REQUESTOR	TITLE	NO. POSITIONS	CURRENT PAY RANGE	CURRENT ANNUAL PAY RATE	RECOMMENDED PAY RANGE	RECOMMENDED ANNUAL PAY RATE	Comments	Effective Date
OEM	Lead Command Duty Officer	1	20	Min $48,984.00 / Max $56,846.40 / Current $54,954.00	26	Min $60,673.60 / Max $71,739.20 / Proposed $66,136.00	Reallocating position to align salary with outside market.	12/24/2023

POLICY

Milwaukee County Code of General Ordinances:	17.055

BACKGROUND

The Department of Human Resources is responsible for assessing the duties associated with a position and reviewing those duties with respect to the external market and internal roles for comparison. This reallocation is being requested to address better alignment with the market for this specific role. With respect to the role's critical responsibilities, increasing the recommended grade for this role has been determined to be appropriate.

Related File No's:	N/A

ALIGNMENT TO STRATEGIC PLAN
Describe how the item aligns to the objectives in the [strategic plan](#):
1A: Reflect the full diversity of the County at every level of County government
1B: Create and nurture an inclusive culture across County government
1C: Increase the number of County contracts awarded to minority and women-owned businesses
2A: Determine what, where, and how we deliver services to advance health equity
2B: Break down silos across County government to maximize access to and quality of services offered
2C: Apply a racial equity lens to all decisions
3A: Invest "upstream" to address root causes of health disparities
3B: Enhance the County's fiscal health and sustainability
       Moving the positions to this level will align more appropriately with market and allow for ability to have proper skill set required.
3C: Dismantle barriers to diverse and inclusive communities

FISCAL EFFECT
The Department of Human Resources requests the approval of the classification recommendation. The cost associated with this reallocation will be funded within the department.

TERMS
[Include specific term start and end dates, renewal options, automatic renewals, and termination clauses]
N/A

VIRTUAL MEETING INVITES
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PREPARED BY:
Margo Franklin, Chief Human Resources Officer Department of Human Resources

APPROVED BY:
Margo Franklin, Chief Human Resources Officer, Department of Human Resources

ATTACHMENTS:
Resolution
Fiscal Note
Reference Job Description

cc: Mary Jo Meyers, Chief of Staff, Milwaukee County Executive's Office
       Supervisor Willie Johnson Jr, Chairman, Committee on Personnel
       Joe Lamers, Director, Office of Performance, Strategy and Budget, DAS
       Dan Laurila, Director Operating Budget, DAS-PSB
       Margo Franklin, Chief Human Resources Officer, Department of Human Resources
       Steve Cady, Research & Policy Director, Office of the Comptroller
       Mary Paul, Human Resource Business Partner, Department of Human Resources
       Arvis Williams, Human Resources Manager, Department of Human Resources