

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE : February 18, 2020

TO : Marcelia Nicholson, Milwaukee County Board Chair

FROM : Joe Lamers, Director, DAS Performance, Strategy, and Budget (DAS-PSB)

SUBJECT : Request to abolish 1.0 FTE vacant Highway Maintenance Worker 3 position (TC 00032630; Pay Grade 21H) and create 1.0 FTE Assistant Supervisor position (Pay Grade 26M) position in the Highway Division within the Department of Transportation (DOT).

Request: The Department of Transportation (DOT), Highway Maintenance Division, requests to abolish 1.0 FTE vacant Highway Maintenance Worker 3 position and create 1.0 FTE Assistant Supervisor position in the Highway Maintenance Division of DOT.

Background: The Highway Maintenance Division's skilled trades positions and Bridge Maintenance Crew report to the same Highway Maintenance Supervisor. The Supervisor's number of direct reports and workload is double that of other Highway Maintenance Supervisors within the Division. Based on this, there is not a formalized plan for this employee and their reports as it relates to: time off from work, succession and/or training etc. if the individual vacates the position for any reason. Additionally, this is the only field Supervisor without an Assistant Supervisor. The abolishment of the Highway Maintenance Worker 3 position will not create significant impact on operations.

Fiscal Impact: The action results in an overall increase of expenses of roughly \$7,058. Of this amount the State is responsible for 85% of the increase, or \$5,999. The Highway Maintenance Division is responsible for the difference of \$1,059. This amount will be absorbed into the agencies 2021 budget and will be covered by a March fund transfer within the division.

The following position action is being requested:

Position Title	Action	Job Code	FTE	Pay Grade
Highway Maintenance Worker 3	Abolish	00032630	1.0	21H (\$49,130 - \$56,632)
Assistant Supervisor	Create	TBD	1.0	26M (\$55,451 - \$63,690)

Recommendation: The Department of Administrative Services – Performance, Strategy, and Budget recommends that 1.0 FTE Highway Maintenance Worker 3 be abolished, and 1.0 FTE Assistant Supervisor be created.


 Joe Lamers, Director, DAS-PSB