

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : November 27, 2017

To : Committee on Personnel

FROM : Kerry Mitchell, Chief Human Resources Officer *KM*

SUBJECT : **Department of Parks Recreation & Culture Reallocation Report for the December 2017 Personnel Committee Meeting** (Informational Only Unless Otherwise Directed by the Committee)

Attached is a reallocation request from the Department of Parks Recreation & Culture that the Director of Human Resources intends to approve for implementation. This report is provided in accordance with the provisions of Chapter 17.055 (4) and may be included on the agenda of the December 1, 2017 Personnel Committee Meeting for informational purposes.

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

Copy: HR Partners

**Personnel Committee Meeting
Compensation Report
December 2017**

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.

HIGH/LOW ORG	REQUESTOR	ORDINANCE TYPE	CURRENT TITLE / JOBCODE & POSITION #	RECOMMENDED TITLE / JOBCODE & POSITION #	NO. POSITIONS	CURRENT		RECOMMENDED		Civil Service Classification	Comments	Effective Date	Percentage	
						PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE					
9000/9010	Parks	Reallocation	Senior Executive Assistant Parks 00000131000001	N/A	1	0722	01	\$ 50,347.56	01	\$ 57,679.14	Classified	The duties of this job did not change however this is being done to align with the other Senior Executive Assistants throughout the County.	12/17/2017	14.40%
							02	\$ 50,418.40	02	\$ 58,429.55				
									03	\$ 61,210.59				
									04	\$ 63,932.81				
									05	\$ 67,012.58				

RECLASS
DAS FISCAL FORM
11/3/2017

RECLASSIFICATION DAS FISCAL FORM

Department: Parks Department
Date of Advancement Request: 10/30/2017
Date of anticipated advancement: 12/17/2017

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2017 total	Annual Total
EXISTING POSITION(S):															
1	9000	9010	00000131000001	Senior Executive Assistant Parks	07Z2	02	1	1.0	24.24	1,939	148	827	1	2,915	75,779
2															
3															
													SUBTOTAL:	2,915	75,779
RECLASS POSITION(S)*:															
1	9000	9010	00000131000001	Senior Executive Assistant Parks	28M	01	1	1.0	27.73	2,218	170	867	1	3,255	84,637
2															
3															
													SUBTOTAL:	3,255	84,637
													TOTAL COST:	341	8,858

* Pension Fixed Rate for 2017 = 13.36% of salary (No impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget

DATE