

From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Clerk Vital Records position (pay grade 05P) in the Milwaukee County Register of Deeds, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Director of Compensation/Human Resources Information Systems, Department of Human Resources (DHR), is requesting approval of the classification of one, Clerk Vital Records position; and

WHEREAS, the request to create the position is being reviewed separately by the Committee on Finance as part of File No. 22-103; and

WHEREAS, DHR is responsible for assessing the duties associated with the position, and providing a job title and compensation recommendation to the Committee on Personnel; and

WHEREAS, the Committee on Personnel, at its meeting of January 18, 2022, recommended adoption of File No. 22-139 (vote 5-0); now, therefore,

BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby approves the classification recommendation for the position as outlined in the memo hereto attached to this file and as summarized below:

Recommended Title	Clerk Vital Records
High Org. - Department	340 – Register of Deeds
Low Org. - Division	3420 – Vital Statistics/Identification Services
Number of Positions	01
Pay Grade	05P
Step 01 (Annual)	\$35,568.00
Step 02 (Annual)	\$36,836.80
Step 03 (Annual)	\$38,084.80
Step 04 (Annual)	\$39,353.60
Step 05 (Annual)	\$40,601.60
Step 06 (Annual)	\$41,849.60
Step 07 (Annual)	\$43,118.40
Step 08 (Annual)	\$44,366.40
Step 09 (Annual)	\$45,614.40