

COUNTY OF MILWAUKEE
DAS - Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : August 29, 2011

To : Committee on Personnel

FROM : Candace M. Richards, Interim Director of Human Resources
Candace M. Richards

SUBJECT : **Informational Report for 9/23/2011**
Personnel Committee Meeting

Attached are a series of informational reports listing various personnel transactions that the Director of Human Resources intends to approve for implementation.

These reports (*reclassifications, advancements within the pay range, reallocations, and revisions to ECP*) are provided in accordance with the provisions of Chapter 17 and may be included on the agenda of the September 23, 2011 Personnel Committee Meeting for informational purposes.

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

CMR:rly

Copy: HR Managers

Personnel Committee Meeting Date: September 23, 2011

Reclassification Report

In accordance with the provisions of 17.05 of the Milwaukee County General Ordinances, the Director of Human Resources intends to reclassify the position noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with this action.

Requestor	Org	Position	Current Classification (Title)	Current Pay Range	Proposed Classification (Title)	Proposed Pay Range	Current Year Impact (Top Step)	Annual Year Impact	Reason
BHD	6474	55420	Human Service Supervisor	26M	Care Coordinator Wraparound	26M	\$0	\$0	Title Change
**Child Support	2432	04040	Fiscal Assistant 1	3P	Fiscal Assistant 2	4P	\$630	\$2,738	Changes in Duties
Parks	9031	88040	Restaurant Concessions Manager	916E	Assistant Chief of Recreation & Business Operations	916E	\$0	\$0	
Total							<u>\$630</u>	<u>\$2,738</u>	

**2 positions

Personnel Committee Date: September 23, 2011

ADVANCEMENT WITHIN THE PAY RANGE REPORT

In accordance with the provisions of 17.10 of the County General Ordinances, the Director of Human Resources intends to approve the advancement within the pay range for the positions noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions.

<u>REQUESTOR</u>	<u>DEPT ORG UNIT</u>	<u>TITLE CODE NO POS</u>	<u>CURRENT CLASSIFICATION</u>	<u>PAY RANGE</u>	<u>CURR YEAR</u>	<u>SUB YEAR</u>	<u>REASON</u>
Parks	9000	80080	ExecDir3-Director of Parks	903E	\$10,619.00	\$46,191.00	retention of services

Personnel Committee Date: September 23, 2011

REALLOCATION REPORT

In accordance with the provisions of 17.055 of the County General Ordinances, the Director of Human Resources intends to reallocate the positions noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions. Fiscal note only reflects costs of wages and social security.

<u>DEPT</u>	<u>DEPT</u> <u>ORG</u>	<u>TITLE</u> <u>CODE</u>	<u>AUTH</u> <u>POS</u>	<u>FILLED</u> <u>POS</u>	<u>CURRENT CLASSIFICATION</u>	<u>CURRENT</u> <u>PAY RANGE</u>	<u>RECOMMENDED</u> <u>PAY RANGE</u>	<u>CURR</u> <u>YEAR</u>	<u>SUB YEAR</u>	<u>MAX YEAR</u>	<u>REASON</u>
-------------	---------------------------	-----------------------------	---------------------------	-----------------------------	-------------------------------	------------------------------------	--	----------------------------	-----------------	-----------------	---------------

No Reallocations this Period

**REVISIONS TO ECP REPORT
Personnel Committee Meeting
September 23, 2011**

Currently, there are no "Revisions to ECP" to report.