



Milwaukee County
Department of Human Resources
INTER-OFFICE COMMUNICATION

23-

Date: Friday, June 23, 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 approval of the classification of one, Full Time Equivalent, Associate Project Manager position (pay grade 32Z1) at the Milwaukee County Department of Administrative Services.

File Type: Action Report

REQUEST

A review of the duties to be assigned to the new position requested by the department resulted in the following recommendation:

Recommended Title	Associate Project Manager
High Org. - Department	115 – DAS
Low Org. - Division	5740 – Arch/Eng Services
Number of Positions	1
Pay Grade	32Z1
Step 1 (Annual)	\$61,963.20
Step 2 (Annual)	\$62,940.80
Step 3 (Annual)	\$65,062.40
Step 4 (Annual)	\$67,163.20
Step 5 (Annual)	\$69,264.00
Step 6 (Annual)	\$71,344.00
Step 7 (Annual)	\$73,444.80
Step 8 (Annual)	\$75,566.40
Step 9 (Annual)	\$77,646.40
Step 10 (Annual)	\$79,768.00
Step 11 (Annual)	\$81,868.80
Step 12 (Annual)	\$83,990.40
Step 13 (Annual)	\$86,070.40
Step 14 (Annual)	\$88,192.00
Step 15 (Annual)	\$90,292.80
Step 16 (Annual)	\$92,372.80
Step 17 (Annual)	\$93,121.60

POLICY

Milwaukee County Code of General Ordinances:	17.05 (1)
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BACKGROUND

The Department of Human Resources is responsible for assessing the duties associated with the position and providing a job title and compensation recommendation to the Committee on Personnel. This process is in accordance with Chapter 17.05 (1) of the Milwaukee County General Ordinances.

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
- 3C: Dismantle barriers to diverse and inclusive communities

FISCAL EFFECT

The Department of Human Resources requests the approval of the classification recommendation. The Department of Human Resources is responsible for assessing the duties associated with the position and providing a job title and compensation recommendation.

TERMS**VIRTUAL MEETING INVITES**

Margo Franklin
Stuart Carron
Sean Hayes

PREPARED BY:

Lindsay Kampschroer, Administrative Assistant, Department of Human Resources

APPROVED BY:

Margo Franklin, Chief Human Resources Officer, Department of Human Resources

ATTACHMENTS:

cc: David Crowley, County Executive
Mary Jo Meyers, Chief of Staff, Milwaukee County Executive’s Office

Margo Franklin, Chief Human Resources Officer, Department of Human Resources
Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk
Stuart Carron, Director, Facilities Management, Department of Administrative Services
Sean Hayes, Director, Architecture Engineer, Department of Administrative Services
Sarah Zaug, HR Manager, Department of Human Resources
MaryBeth Buechel, HR Business Partner, Department of Human Resources