



Department of Human Resources

INTER-OFFICE COMMUNICATION

Date: October 6, 2021
To: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors
From: Dean Legler, Director of Compensation/HRIS, Department of Human Resources
Subject: From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Group Sales Manager position (pay grade 30M) in the Milwaukee County Zoological Department.
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:

Table with 2 columns: Recommended Title, High Org. - Department, Low Org. - Division, Number of Positions, Pay Grade, and Step (Annual) with corresponding values like Group Sales Manager, 950 - Milwaukee County Zoo, 9595 - Group Sales, 01, 30M, and salary ranges from \$64,334.40 to \$76,835.20.

POLICY

Table with 2 columns: Milwaukee County Code of General Ordinances: 17.05 (1)

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. The request to create the position is being reviewed

separately by the Committee on Finance as part of File No. 21-754. This process is in accordance with Chapter 17.05 (1) of the Milwaukee County General Ordinances.

Related File No's:	21-754
--------------------	--------

### **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.

### **VIRTUAL MEETING INVITES**

[Margo.Franklin@milwaukeecountywi.gov](mailto:Margo.Franklin@milwaukeecountywi.gov)

[Dean.Legler@milwaukeecountywi.gov](mailto:Dean.Legler@milwaukeecountywi.gov)

[Joseph.Lamers@milwaukeecountywi.gov](mailto:Joseph.Lamers@milwaukeecountywi.gov)

[Daniel.Laurila@milwaukeecountywi.gov](mailto:Daniel.Laurila@milwaukeecountywi.gov)

[Amos.Morris@milwaukeecountywi.gov](mailto:Amos.Morris@milwaukeecountywi.gov)

### **PREPARED BY:**

Dean Legler, Director of Compensation/HRIS, Department of Human Resources  
Bridget Morstad, Lead Compensation Analyst, Department of Human Resources  
Talisa Minifield, Specialist HR Systems/Compensation, Department of Human Resources  
Lindsay Kampschroer, Administrative Assistant, Department of Human Resources

### **APPROVED BY:**

Dean Legler, Director of Compensation/HRIS, Department of Human Resources

### **ATTACHMENTS:**

Resolution  
Fiscal Note

cc: Mary Jo Meyers, Chief of Staff, Milwaukee County Executive's Office  
Supervisor Eddie Cullen, Chairman, Committee on Personnel  
Joe Lamers, Director, Office of Performance, Strategy and Budget, DAS  
Dan Laurila, Operating Budget Manager, DAS-PSB  
Margo Franklin, Chief Human Resources Officer, Department of Human Resources  
Steve Cady, Research & Policy Director, Office of the Comptroller  
Amos Morris, Director, Milwaukee County Zoo  
Mary Polaris, HR Business Partner, Department of Human Resources