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From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval to reallocate the pay range for two (2) Legal Assistant positions in Courts from 19-DC to 21-DC, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Department of Human Resources (DHR) was requested to review the classification of two Legal Assistant positions in Combined Court Related Operations (Courts) , as the compensation is out of alignment with market rates and does not reflect the responsibilities and background; and

WHEREAS, the Director of Compensation/Human Resources Information Systems, DHR, reviewed the request to reallocate the classification of the two Legal Assistant positions in Courts; and

WHEREAS, DHR reviewed the duties of the positions and compared the classification (compensation) with other similar positions relative to market rates and conditions; and

WHEREAS, the Director of Compensation/Human Resources Information Systems, DHR, recommends that the classification of two Legal Assistant positions in Courts (title code 00001282) be reallocated from pay grade 19-DC to pay grade 21-DC effective Pay Period 5, beginning February 9, 2020; and

WHEREAS, a comparison of the current pay grade to the proposed pay grade is as follows:

Current Pay Grade 19 - DC	Proposed Pay Grade 21-DC
Step 01 (Annual) - \$44,368	Step 01 (Annual) - \$47,420
Step 02 (Annual) - \$45,653	Step 02 (Annual) - \$49,312
Step 03 (Annual) - \$47,420	Step 03 (Annual) - \$51,325
Step 04 (Annual) - \$49,312	Step 04 (Annual) - \$52,996
Step 05 (Annual) - \$51,325	Step 05 (Annual) - \$54,739

; and

WHEREAS, approval of the Milwaukee County Board of Supervisors is required to reallocate the pay grade for the classification of two Legal Assistant positions in Courts; and

45 WHEREAS, the Committee on Personnel, at its meeting of March 11, 2020,
46 recommended adoption of File No. 20-251 (vote 4-0); now, therefore,
47

48 BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby approves
49 the reallocation of the classification of two Legal Assistant positions from pay grade 19-
50 DC to pay grade 21-DC, effective Pay Period 5, beginning February 9, 2020.
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53 srb

54 03/11/2020

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