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2 FROM THE OFFICE OF JOSPEH J. CZARNEZKI
3 MILWAUKEE COUNTY CLERK
4

5 County Ordinance No. 15-11
6

7 File No. 15-244
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10 AN ORDINANCE
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12 The County Board of Supervisors of the County of Milwaukee does ordain as
13 follows:
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15 **SECTION 1.** Chapter 1.17 of the General Ordinances of Milwaukee County is
16 hereby amended as follows:
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18 1.17. - Procedures for consideration of personnel requests.
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20 (a) *Definitions.* Where used in this section, the following words shall mean:
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- 22 (1) *County board* shall mean the county board of supervisors.
23 (2) *Commission* shall mean the county civil service commission.
24 (3) *Committee* shall mean the committee on finance, personnel and audit.
25 (4) *Petitioner* shall mean the person or organization, including a member of the
26 county board, making or sponsoring the request, resolution or ordinance, or
27 the authorized representative of such person or organization.
28 (5) *Code* shall mean the Milwaukee County Code of General Ordinances.
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30 (b) *Filing of personnel request.* All personnel requests by whomsoever made (in any
31 way affecting county offices and employe positions, compensation, hours of labor
32 or conditions of employment, specification of duties and any other matters
33 referred to in chapter 17 of the Code relating thereto) for salary increases,
34 reclassifications, fringe benefits, additional positions and other personnel
35 requests which would require a change of the provisions of chapter 17 of the
36 Code, shall be filed with the chairperson of the county board for presentation to
37 the county board and reference to the commission.
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39 (c) *Hearing on personnel request.* At such hearing, the procedure in considering
40 such personnel request shall be as follows:
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- 42 (1) The petitioner, or his/her representative, shall be given a reasonable time to
43 present his/her case and any supporting data to the committee, and during
44 such period shall not be subject to interruption by any person other than
45 members of the committee.

- 46 (2) When the petitioner has concluded his/her argument, the commission shall
47 present its report and recommendation to the committee.
- 48 (3) After the commission has concluded its presentation, the petitioner shall have
49 a reasonable opportunity to comment upon the commission's
50 recommendations and, while so doing, shall not be subject to interruption by
51 any person other than members of the committee or representatives of the
52 commission.
- 53 (4) After the procedures specified in said subsections (1), (2) and (3) have been
54 concluded, the committee shall hear any person desiring to speak on the
55 request.
- 56 (4a) Where circumstances require, the co-chairperson(s) of the committee shall
57 have the right to vary the order of the procedure outlined in subsections (c)(1),
58 (2), (3) and (4).
- 59 (5) Thereafter the committee, in public session, shall consider and make such
60 recommendations as it sees fit pertaining to said request. If the committee's
61 recommendation is to deny the request, the recommendation shall be in the
62 form of a resolution so indicating. If the committee's recommendation grants
63 such request in whole or in part, such recommendation shall be evidenced by
64 a resolution or ordinance, as the case requires. The effective date of such
65 resolution or ordinance shall be stated therein.
- 66 (6) In the event that the committee requires more time than originally scheduled to
67 determine its position with respect to such request, it may recess such hearing
68 from time to time as may be determined by it, and on said recessed day
69 reconvene and resume its consideration.
- 70 (7) The committee shall submit a report and recommendation on each such
71 request to the county board, at the next meeting of the county board, following
72 determination of the committee's recommendation.
- 73 (8) Compliance with the procedure outlined in subsections (1) to (7) inclusive, of
74 this subsection, is intended to be in compliance with the requirements of s.
75 111.70(2), Wis. Stats.

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(d) *New civil service rules.* A copy of any new civil service rule or modification or amendment to an existing civil service rule presented to the commission for consideration by the director of human resources or other department head or employee shall also be included in an informational report to the committee on finance, personnel, and audit for consideration at the regularly scheduled meeting of the committee that precedes the meeting of the civil service commission at which the proposed rule changes will be presented.

SECTION 2. This ordinance shall become effective upon passage.

**Adopted by the Milwaukee County Board of Supervisors
March 26, 2015**