



Milwaukee County

County Courthouse
901 N. 9th Street, Rm. 201
Milwaukee, WI 53233

Meeting Minutes Personnel Committee

Chairperson: Supervisor Jason Haas

Vice Chairperson: Supervisor Sheldon A. Wasserman

Supervisor Marcelia Nicholson

Supervisor Felesia Martin

Supervisor Steven Shea

Committee Coordinator: Kelsey A. Evans, 414-278-4013

*Do you want to save the changes you made Parks, Energy and
Environment Committee?*

Thursday, July 12, 2018

9:00 AM

Room 201B

Call To Order

Roll Call at 9:08 a.m.

Present 4 - Sebring, Cullen, Dimitrijevic and Johnson Jr.

Excused 1 - Schmitt

Item 1 was withdrawn from the agenda prior to the start of the meeting.

RESOLUTION/ORDINANCE - 1

- 1 [18-389](#) A resolution/ordinance to amend Section 201.24 of the Milwaukee County Code of General Ordinances regarding the Employees' Retirement System to improve the accuracy of benefit calculations and to provide procedures to resolve payment errors. **(Referred to the Committees on Personnel, Finance and Audit, Pension Study Commission, and Pension Board) (F&A 05/17/18: Postponed to a Day Certain)**

Sponsors: Weishan Jr.

Attachments: [18-389 RESOLUTION/ORDINANCE](#)
[18-389 FISCAL NOTE](#)
[18-389 FISCAL ANALYSIS](#)
[18-389 SEGAL GROUP ACTUARIAL ANALYSIS](#)
[18-389 PENSION BOARD COMMENTS \(06/25/18\)](#)

Item 1 was withdrawn from the agenda prior to the start of the meeting.

DEPARTMENT OF HUMAN RESOURCES - 10

- 2 [18-483](#) From the Director of Compensation, Human Resources Information System, Department of Human Resources, requesting approval of the classification of one Executive Assistant position (title code to be determined, pay grade 25M) in the Department of Health and Human Services. **(Companion Finance and Audit File No. 18-404)**

Attachments: [18-483 REPORT](#)
[18-483 RESOLUTION](#)
[18-483 FISCAL NOTE](#)

APPEARANCES:

Dean Legler, Director of Compensation, Human Resources Information System,
Department of Human Resources

Mark Mertens, Administrator, Youth and Family Services Division, Department
of Health and Human Services

A motion was made by Supervisor Johnson, Jr., that this Action Report be
RECOMMENDED FOR ADOPTION. The motion **PREVAILED** by the following
vote:

Aye: 4 - Sebring, Cullen, Dimitrijevic and Johnson Jr.

Excused: 1 - Schmitt

- 3 [18-503](#) From the Director of Compensation, Human Resources Information System, Department of Human Resources, requesting approval of the classification of one Communications Coordinator position (title code to be determined, pay grade 27) in the Department of Parks, Recreation, and Culture.

Attachments: [18-503 REPORT](#)
 [18-503 RESOLUTION](#)
 [18-503 FISCAL NOTE](#)

APPEARANCES:

Guy Smith, Director, Department of Parks, Recreation, and Culture
Dean Legler, Director of Compensation, Human Resources Information System,
Department of Human Resources

A motion was made by Supervisor Johnson, Jr., that this Action Report be LAID OVER TO THE CALL OF THE CHAIR. The motion PREVAILED by the following vote:

Aye: 4 - Sebring, Cullen, Dimitrijevic and Johnson Jr.

Excused: 1 - Schmitt

- 4 [18-504](#) From the Director of Compensation, Human Resources Information System, Department of Human Resources, requesting approval of the classification of three Paralegal positions (title code 00086162, pay grade 19Z2) in the Office of the District Attorney. **(Companion Finance and Audit File No. 18-456)**

Attachments: [18-504 REPORT](#)
 [18-504 RESOLUTION](#)
 [18-504 FISCAL NOTE](#)

APPEARANCE:

James J. Martin, Deputy District Attorney, Milwaukee County Office of the District Attorney

Dean Legler, Director of Compensation, Human Resources Information System, Department of Human Resources, appeared but did not speak regarding this item.

A motion was made by Supervisor Dimitrijevic that this Action Report be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

Aye: 4 - Sebring, Cullen, Dimitrijevic and Johnson Jr.

Excused: 1 - Schmitt

- 5 [18-505](#) From the Director of Compensation, Human Resources Information System, Department of Human Resources, requesting approval of the classification of one Administrative Assistant position (title code 00001000, pay grade 06PM) in Combined Court Related Operations. **(Companion Finance and Audit File No. 18-487)**

Attachments: [18-505 REPORT](#)
 [18-505 RESOLUTION](#)
 [18-505 FISCAL NOTE](#)

APPEARANCE:

Dean Legler, Director of Compensation, Human Resources Information System,
Department of Human Resources

A motion was made by Supervisor Johnson, Jr., that this Action Report be **RECOMMENDED FOR ADOPTION**. The motion **PREVAILED** by the following vote:

Aye: 4 - Sebring, Cullen, Dimitrijevic and Johnson Jr.

Excused: 1 - Schmitt

- 6 [18-506](#) From the Director of Compensation, Human Resources Information System, Department of Human Resources, requesting approval of the classification of five Deputy Court Clerk positions (title code 00008778, pay grade 25K) in Combined Court Related Operations. **(Companion Finance and Audit File No. 18-487)**

Attachments: [18-506 REPORT](#)
 [18-506 RESOLUTION](#)
 [18-506 FISCAL NOTE](#)

APPEARANCE:

Dean Legler, Director of Compensation, Human Resources Information System,
Department of Human Resources

A motion was made by Supervisor Dimitrijevic that this Action Report be **RECOMMENDED FOR ADOPTION**. The motion **PREVAILED** by the following vote:

Aye: 4 - Sebring, Cullen, Dimitrijevic and Johnson Jr.

Excused: 1 - Schmitt

- 7 [18-10](#) From the Chief Human Resources Officer, Department of Human Resources, providing an informational report regarding: Reclassification of Existing positions (classified and unclassified); Advancements within the Pay Range; Appointments at an Advanced Step of the Pay Range; Revisions to Executive Compensation Plan positions; Dual Employment; Emergency Appointments; Temporary Appointments; and Temporary Assignments to a Higher Classification. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

Attachments: [18-10 JULY REPORT](#)
 [18-10 OBJECTION LETTER \(06/22/18\)](#)
 [18-10 BY THE COMMITTEE RESOLUTION](#)
 [18-10 BY THE COMMITTEE FISCAL NOTE](#)

APPEARANCES:

Michael Hafeman, Superintendent, House of Correction (HOC)
Captain Dave Rugaber, HOC
Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources (DHR)
Dean Legler, Director of Compensation, DHR
Steve Cady, Director of Research and Policy, Research Services Division, Office of the Comptroller
Margaret C. Daun, Corporation Counsel, Office of Corporation Counsel
Teig Whaley-Smith, Director, Department of Administrative Services

A motion was made by Supervisor Dimitrijevic that this Reference File be TEMPORARILY LAID OVER until later in the meeting. There being no objections by committee members, it was so ordered by the Chairman.

Supervisor Cullen introduced a By the Committee resolution, which is attached to the file.

A motion was made by Supervisor Dimitrijevic that this By the Committee resolution be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

Aye: 4 - Sebring, Cullen, Dimitrijevic and Johnson Jr.

Excused: 1 - Schmitt

- 8 [18-518](#) From the Director of Compensation, Human Resources Information System, Department of Human Resources, providing an informational report regarding the reallocation of 19 Natural Resource Technician positions from pay grade 15Z2 to pay grade 15Z3 in the Department of Parks, Recreation, and Culture. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

Attachments: [18-518 REPORT](#)
 [18-518 OBJECTION LETTER](#)
 [18-518 POWERPOINT](#)

APPEARANCES:

Guy Smith, Director, Department of Parks, Recreation, and Culture (DPRC)
Eddie Santiago, Interim Chief of Operations, DPRC

Mr. Smith and Mr. Santiago provided an electronic presentation, which is attached to this file.

This Informational Report was **DISCUSSED WITH NO ACTION TAKEN.**

- 9 [18-551](#) From the Milwaukee County Board of Supervisors, requesting a written informational report regarding the Milwaukee County Employee Handbook, and an explanation of revised and updated policies. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

Attachments: [18-551 REPORT](#)
 [18-551 MILWAUKEE COUNTY EMPLOYEE HANDBOOK](#)

APPEARANCES:

Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources (DHR)
Lisa Ruiz, Human Resources Manager, DHR
Margaret C. Daun, Corporation Counsel, Office of Corporation Counsel

This Informational Report was **DISCUSSED WITH NO ACTION TAKEN.**

- 10 [18-22](#) From the Chief Human Resources Officer, Department of Human Resources, providing an informational report regarding “pre-claim settlement” agreements in employment-related matters. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

APPEARANCE:

Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources

This Reference File was **DISCUSSED WITH NO ACTION TAKEN.**

- 11 [18-23](#) From the Chief Human Resources Officer, Department of Human Resources, providing an informational report regarding severance payments in employment-related matters. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

Attachments: [18-23 EASTERDAY MEMO](#)
 [18-23 JORDAN MEMO](#)
 [18-23 OBRADOVIC MEMO](#)
 [18-23 O'BRYANT MEMO](#)
 [18-23 IMMLER MEMO](#)

APPEARANCE:
Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources

This Reference File was DISCUSSED WITH NO ACTION TAKEN.

DEPARTMENT OF ADMINISTRATIVE SERVICES - 1

- 12 [18-533](#) From the Director, Department of Administrative Services, providing an informational report regarding presentations from the April 24, 2018, and May 29, 2018, meetings of the Retirement Sustainability Task Force. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

Attachments: [18-533 REPORT](#)
 [18-533 OPTIONS FOR A NEW PLAN DESIGN \(04/28/18\)](#)
 [18-533 PENSION DEBT & NEW PLAN DESIGNS \(05/29/18\)](#)

APPEARANCE:
Teig Whaley-Smith, Director, Department of Administrative Services

This Informational Report was DISCUSSED WITH NO ACTION TAKEN.

Length of meeting: 9:08 a.m. to 11:04 a.m.

Adjourned,

**Shanin R. Brown
Committee Coordinator
Committee on Personnel**

Deadline for the next meeting: The next regular meeting for the Committee on Personnel is Thursday, September 6, 2018. All original documents and agenda setting copies MUST be in the Committee Coordinator's possession by Friday, August 17, 2018, at 4:00 p.m.

