

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

3
4 County Ordinance No. 16-9

5
6 File No. 16-319

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8
9 AN ORDINANCE

10
11 The Board of Supervisors of the County of Milwaukee does ordain as follows:

12
13 **SECTION 1.** The specified sections of Chapter 1 of the Milwaukee County Code of
14 General Ordinances are hereby amended as follows:

15
16 **1.01. Meetings.**

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18 (a) *Annual meeting.* The statutory or annual meeting of the county board shall be
19 convened at 8:30 a.m. on the Monday next succeeding the regularly scheduled
20 monthly meeting on the first Thursday in November for the purpose of considering
21 reports of the committee on finance, ~~personnel~~ and audit on new positions for the
22 next fiscal year as well as recommendations for amendments to the executive's
23 budget. The county board shall reconvene no less than sixty (60) minutes following
24 the noon lunch hour recess or by consensus of the county board.

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26 **1.10. Fiscal notes.**

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28 (1) No resolution or ordinance from any county officer, board or commission shall be
29 considered by the county board, or by any committee thereof to which it has been
30 referred, unless it shall have attached as a note a reliable estimate of the fiscal
31 effect which has been reviewed per the policies established by the comptroller. The
32 fiscal note shall be prepared on a form approved by the committee on finance,
33 ~~personnel~~ and audit and supplied by the comptroller. With respect to any collective
34 bargaining agreement, any amendment to chapter 17 of the general ordinances
35 affecting wages or benefits, or any other action affecting the wages or benefits of
36 county employees, the fiscal note shall include as much information as is practicable
37 under the circumstances about the fiscal impact upon each department affected by
38 the action. In addition, at minimum, the fiscal note shall set forth details of the
39 projected annual countywide fiscal impact projected for each year of the collective
40 bargaining agreement or, in the case of any other action affecting the wages or
41 benefits of county employees, shall contain information regarding the projected fiscal
42 impact at least five (5) years into the future. When necessary, affected agencies
43 may assist the author in the preparation of the fiscal note.

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45 (2) The requirement of this section shall apply to original measures or submissions,
46 substitute amendments and minority reports only, and not to, amendments.

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1.11. Standing committees.

- (a) As soon as practical, after his/her election, the following standing committees shall be appointed by the chairperson of the county board. Each committee shall consist of ~~seven~~ five (7 5) members except as herein otherwise specifically designated.
- (1) ~~Committee on finance, personnel, and audit. (Nine (9) members including two (2) co-chairpersons.)~~
 - (2) Committee on finance and audit. Seven (7) members.
 - ~~(2 3) Committee on health and human needs.~~
 - ~~(3 4) Committee on judiciary, safety and general services.~~
 - ~~(4 5) Committee on parks, energy and environment.~~
 - ~~(5 6) Committee on transportation, public works and transit.~~
 - ~~(6 7) Committee on economic and community development.~~
 - ~~(7 8) Committee on intergovernmental relations. (Seven (7) members, consisting of the chairperson of the county board, the first vice-chair, the second vice-chair, two (2) standing committee chairs that are not also serving as first or second vice-chair, and two (2) additional members.)~~
 - (8 9) Committee of the whole. (Eighteen (18) members, chairperson being the chairperson of the county board and vice-chairperson being the first vice-chairperson of the county board.)
- (b) The chairperson of the board shall make written announcements of his/her appointments to said committees and shall designate a chairperson and vice chairperson of each of said committees, ~~except for the committee on finance, personnel and audit which shall have two (2) co-chairpersons and one (1) vice-chairperson.~~ The order of members' names in the chairperson's written announcement of appointment shall denote seniority on the county board. In case of a vacancy in any committee, the same shall be filled by written appointment by the chairperson of the board. The chairperson of the board may, at his/her discretion, change the composition of said committees including the designation of the chairperson ~~or co-chairperson(s)~~ and vice chairperson. In the event of a vacancy in the office of the county board chairperson and a successor is elected, such successor may, after his/her election and in the manner hereinabove provided, make any changes in committee appointments.
- (c) The duties of such committees shall be to have charge of the several matters hereinafter designated but such enumeration shall not be exclusive:
- (1) ~~Committee on finance, personnel and audit.~~ All matters affecting reclassification and compensation, hours, benefits and conditions of employment of county offices and employe personnel, and the classification and pay of additional positions; departmental policy of the civil service commission; administration of employes' award program. ~~(The co-chairpersons of the committee on finance, personnel and audit may appoint an advisory committee consisting of the county executive or designee, the corporation counsel or designee, the director~~

93 of the department of administrative services or designee, the director of human
94 resources or designee, and a member of the committee to assist in the
95 administration of the employees' award program.)

96
97 4. Departmental policy of: ~~the general office of the county executive, general~~
98 ~~office of the county board, department of administrative services (divisions~~
99 ~~of administration and fiscal affairs, information management services,~~
100 ~~procurement, and risk management), department of human resources and~~
101 ~~divisions of employe benefits and labor relations, office of the comptroller,~~
102 ~~and county treasurer.~~

103
104 (2) Committee on finance and audit.

- 105 1. Departmental policy of: the general office of the county executive, general
106 office of the county board, department of administrative services (divisions
107 of administration and fiscal affairs, information management services,
108 procurement, and risk management), ~~department of human resources and~~
109 ~~divisions of employe benefits and labor relations,~~ office of the comptroller,
110 and county treasurer.
- 111 2. County budget matters.
- 112 3. Issuance of debt.
- 113 4. Taxation matters.
- 114 5. Insurance matters.
- 115 6. Need for additional positions.
- 116 7. Policy matters having a fiscal effect outside the current budget.
- 117 8. Review the audit reports of the office of the comptroller to ensure that
118 departments implement the many program improvements and cost saving
119 recommendations so that the county board can provide the best service at
120 the lowest possible cost to the taxpayer. (The ~~co~~-chairpersons of the
121 committee on finance, ~~personnel~~ and audit may appoint a special audit
122 implementing subcommittee to spearhead the implementation of audit
123 report recommendations.)
- 124 9. Other financial matters of concern to the county.
- 125 10. The committee shall have the authority to review and approve, without
126 county board approval, departmental requested waivers of section
127 9.05(3)(a) of county ordinances related to contractual services with former
128 employees.

129
130 (2 3) Committee on health and human needs.

- 131 1. Departmental policy of the department of health and human services,
132 including the divisions of behavioral health, housing, economic support,
133 delinquency and court services, disabilities services, management services,
134 and director's office.
- 135 2. All policy matters related to the office for persons with disabilities in the
136 department of administrative services.
- 137 3. All matters pertaining to the department on aging.
- 138 4. All matters pertaining to the department of family care.

- 139 5. All matters pertaining to the county executive's veterans service office.
140
141 (3 4) *Committee on judiciary, safety and general services.*
142 1. Departmental policy of: county funded state court services, family court
143 commissioner, jury commission, register in probate, election commission,
144 county clerk, register of deeds, sheriff, medical examiner, legal resource
145 center, district attorney, department of child support services, and
146 corporation counsel.
147 2. (a) *Actions against the county.* The committee, subject to full board
148 approval, shall review and approve all matters pertaining to suits or
149 claims against the county, including, but not limited to, those for
150 personal injuries and property damage. The committee has the
151 authority to approve the payment of claims against the county in an
152 amount not to exceed ten thousand dollars (\$10,000.00) and to
153 recommend to the board approval or denial of claims and settlements in
154 excess of that amount.
155
156 (b) *Actions initiated by the county.* The committee, subject to full board
157 approval, shall approve the initiation of all suits or claims by the county
158 against other persons or entities where the amount claimed exceeds
159 ten thousand dollars (\$10,000.00) or where the rights sought to be
160 declared have a potential fiscal effect on the county in excess of ten
161 thousand dollars (\$10,000.00), except when the county executive
162 approves the initiation of an action on an emergency basis to preserve
163 property, to protect the life, health or welfare of persons, or to obtain an
164 injunction on the grounds set forth in ch. 813, Wis. Stats. In the event
165 the county executive authorizes corporation counsel to file an action
166 under this exception, corporation counsel shall provide a report to the
167 committee members and the county board chair immediately upon
168 receiving the county executive's authorization of such action.
169
170 (c) *Intracounty actions.* The committee shall consider and make its
171 recommendation thereon to the full board, subject to its approval, the
172 initiation of all actions for declaratory, injunctive, or other extraordinary
173 relief or remedy seeking to preserve, enforce, and defend the legal
174 rights and status of the board in relation to other branches of county
175 government or elected county officials. The committee, subject to full
176 board approval, may delegate authority to the board chairperson, as
177 head of the department of the county board, to initiate such an action
178 on behalf of the board.
179
180 (d) Corporation counsel is delegated authority to approve the payment of
181 claims against the county where the payment is no more than five
182 hundred dollars (\$500.00), pursuant to s. 59.52(12)(b), Wis. Stats.
183 Corporation counsel is authorized to initiate claims or suits by the

184 county against other persons or entities where the amount claimed is
185 ten thousand dollars (\$10,000.00) or less.

186
187 (e) The committee shall be afforded confidential access to privileged
188 attorney-client communication and to attorney work product in any
189 matter where Milwaukee County or a Milwaukee County officer or
190 employe is named as a part in an action or proceeding arising from the
191 commission of official duties.

192
193 3. Applications for licenses requiring action by the county board.

194 4. Purchase of surety bonds.

195 5. Action required by state statute.

196

197 (4 5) *Committee on parks, energy and environment.*

198 1. Departmental policy of department of parks, recreation and culture,
199 zoological gardens, public museums, cultural activities (including funds for
200 the arts), university extension service and the environmental section of the
201 department of administrative services.

202 2. County parks and parkways.

203 3. Matters pertaining to war memorial board of trustees.

204 4. All functions to be performed by a committee on extension education under
205 the provisions of s. 59.56, Wis. Stats.

206 5. All matters pertaining to protection of environment including, but not limited
207 to, water pollution, noise pollution, insecticide control, lakeshore erosion,
208 community beautification activities, land utilization, street tree replacement
209 studies and other environmental control oriented programs over which the
210 county has authority to exercise control or in relation to which the county
211 has an interest requiring the expression of policy. The term "environment"
212 also encompasses the concept of home environment as well as natural
213 environment.

214 6. All matters relating to the conservation of all uses of energy, including, but
215 not limited to, oil, coal, wind, nuclear and solar energy by all county
216 programs and departments; the study, review and recommendation of plans
217 and solutions relating to energy conservation in the county which may be
218 submitted by citizens or county employes; and the review of energy-related
219 matters being considered by the public service commission which will have
220 a substantial effect on the county. The term "energy" also encompasses
221 residential energy as well as industrial and commercial energy.

222 7. All matters relating to the conservation of air, water, energy and all other
223 resources.

224 8. All matters pertaining to consumer education and protection, particularly in
225 the area of public service providers.

226 9. This committee shall exercise the powers and duties of county land
227 conservation committees required by ch. 92, Wis. Stats., and the county
228 board shall appoint the chairperson of the county agricultural stabilization
229 and conservation committee created under 16 USC 590h(b), or a member

230 of such committee designated by him/her, to the land conservation
231 committee of the county.

232

233 (5 6) *Committee on transportation, public works and transit.*

- 234 1. Departmental policy of: department of transportation airport, transportation
235 services, highway, fleet management, county transit/paratransit system,
236 administration; and department of administrative services facilities
237 management division, including architectural, engineering and
238 environmental services and sustainability section.
- 239 2. All policy matters pertaining to the construction, maintenance, control and
240 operation of county airports.
- 241 3. All policy matters pertaining to the construction and maintenance of
242 highways and bridges, the vacation or opening of public streets, alleys,
243 highways or roads, for which the county has jurisdiction.
- 244 4. All powers and duties authorized to be performed by the highway
245 committee except those duties which are authorized to be performed by the
246 highway commissioner as prescribed in state statutes.
- 247 5. All policy matters under its jurisdiction pertaining to railroads and public
248 utilities in the county.
- 249 6. All policy matters relating to erection, major alterations and repair of public
250 buildings and structures.
- 251 7. All mass transit policy matters pertaining to the establishment of fares and
252 other charges, standard of service, route locations, capital improvements,
253 and service improvements.
- 254 8. Approves all facility and land leases that are not referred to other standing
255 committees.
- 256 9 All transportation matters pertaining to disadvantaged business enterprises.

257

258 (6 7) *Committee on economic and community development.*

- 259 1. All matters pertaining to economic development and the disposition of
260 excess or surplus county lands, including, but not limited to, sale or lease of
261 property and financing terms.
- 262 2. All matters pertaining to the research park and airport business park.
- 263 3. The study and recommendations of all plans, projects and programs for
264 fostering community development throughout the county, including the
265 urban county development block grant program and the survey of available
266 improved and unimproved housing sites and funds for county housing
267 purposes.
- 268 4. Overview the administration of all federal, state and local housing programs
269 at the county level.
- 270 5. The study, review and recommendation of plans and solutions of housing
271 persons displaced from their dwellings by governmental actions of the
272 county or the municipalities which compose it, and the coordination and
273 implementation of relocation plans and procedures with federal, state and
274 local agencies and units of government within the county.
- 275 6. Veteran's housing.

276 7. All policy matters pertaining to disadvantaged business enterprises.

277

278 (7 8) *Committee on intergovernmental relations.* Proposed federal, state or
279 municipal legislation affecting the county government. The committee shall
280 consider such proposed legislation and make its recommendation thereon to
281 the county board. Such recommendations until altered by the county board,
282 shall guide the legislative representative of the county board in his/her work
283 before legislative bodies. The committee may appear before the congress, the
284 legislature and the government bodies of other municipalities, as may be
285 necessary on pending legislation to support policies advocated by the county
286 board.

287

288 (8 9) *Committee of the whole.* Subject to the call of the county board
289 chairperson to review matters and files to be acted upon by the county board.

290

291 1.13. Committee meetings.

292

293 (a) *Regular committee meetings.*

294 (1) Except when otherwise determined by the respective chairperson, regular
295 meetings of standing committees shall be held on the days and the hour
296 specified by the chairperson, but not hereinafter specified. ~~If the meeting day~~
297 ~~falls on an election day for a county-wide election or special election of county~~
298 ~~board supervisor or election day for president, the chairperson or co-~~
299 ~~chairpersons of the committee shall reschedule the meeting to a day other than~~
300 ~~the election day.~~ The meeting shall be called to order promptly on the days and
301 at the hour ~~affhereinr specified, or such time as is~~ designated in the notice of
302 meeting by the chairperson ~~or co-chairpersons~~ of the committee (or in his/her
303 absence, the ranking member thereof). ~~Meeting days of standing committees~~
304 ~~shall be as follows:~~

305 a. ~~Transportation, public works and transit—Third Wednesday before county~~
306 ~~board meeting—9:00 a.m.~~

307 b. ~~Judiciary, safety and general services—Second Thursday before county~~
308 ~~board meeting—9:00 a.m.~~

309 c. ~~Economic and community development—Second Monday before county~~
310 ~~board meeting—9:00 a.m.~~

311 d. ~~Parks, energy and environment—Second Tuesday before county board~~
312 ~~meeting—9:00 a.m.~~

313 e. ~~Health and human needs—Second Wednesday before county board~~
314 ~~meeting—9:00 a.m.~~

315 f. ~~Finance, personnel and audit—First Thursday before county board~~
316 ~~meeting—9:00 a.m.~~

317 g. ~~Intergovernmental relations—At call of chairperson.~~

318 h. ~~Committee of the Whole—At call of chairperson.~~

319

320 (b) *Special committee meetings.* Special meetings of the standing committees may be
321 called by the chairperson ~~or co-chairpersons~~ of the committee, and must be called

322 upon written request to the chairperson ~~or co-chairpersons~~ by a majority of the
323 members of such committee. At least twenty-four (24) hours prior notice of such
324 special meeting shall be given by the committee ~~clerk~~ coordinator to each member
325 of such committee, unless for good cause such notice is impracticable, in which
326 case shorter notice may be given, but not less than two (2) hours in advance of the
327 meeting. An announcement by the chairperson of the board while the board is in
328 session, of the time, place and subject matter of a special meeting of a committee to
329 be held during a recess, shall be sufficient notice to the members of the committee.
330

331 (c) *Committee general procedure.* All meetings of a committee shall be conducted in
332 accordance with the provisions of ss. 19.81—19.98, Wis. Stats. The attendance of a
333 majority of the members thereof shall be requisite for the transaction of business of
334 a committee. Without a majority in attendance, a committee may consider
335 informational items only. Committee agenda are to be prepared so that members of
336 the county board and other interested parties will receive the agenda by United
337 States, electronic or interoffice mail at least twenty-four (24) hours before the
338 scheduled committee meeting. All matters to be placed on the agenda must be
339 received prior to the agenda deadline as established by the respective committee
340 chairperson~~s~~. A ~~C~~committee chairperson~~s~~ must schedule a properly referred
341 item within a maximum of two (2) regular county board committee cycles. Once
342 scheduled and publicly noticed, an item may only be withdrawn according to the
343 provisions of section 1.13(d)(8). If the item is withdrawn by sole action of the
344 committee chair ~~or co-chairpersons~~ pursuant to section 1.13(d)(8), the item must be
345 placed on the committee agenda for the next regularly scheduled meeting and may
346 not be withdrawn again.
347

348 The committee ~~clerk~~ coordinator shall enter in appropriate files kept for that
349 purpose, a complete record of all such committee meetings, including attendance,
350 appearances for and against pending matters, and minutes of the proceedings,
351 including all motions made and by whom, how each member voted upon each matter
352 considered, together with the final action by the committee thereon. All actions taken by
353 the committee shall be by roll call vote. No action shall be taken on any proposed
354 ordinance unless it be in written form before the committee.
355

356 Except as herein provided and so far as applicable, the rules of procedure of the
357 county board shall apply to committee meetings. Minority rules shall not apply to
358 committee meetings.
359

360 After the conclusion of the committee meeting, the committee ~~clerk~~ coordinator shall
361 prepare a separate, written report of the action of the committee upon those matters
362 considered by it which require county board approval, for submission to the county
363 board for action of that body. Such report shall be made up in such manner that the
364 county board may take action upon it as a whole, or may set aside any portion of it for
365 separate action. Any member of any committee may make a minority report of said
366 committee on any recommendation to the board contained in the committee report.

367 Such minority report must be presented when the matter is considered at the meeting of
368 the county board.

369
370 Except as provided in the preceding sentence, it is the duty of the committee to
371 make a report to the county board on matters referred to such committee with some
372 definite recommendation for disposition of such matters.

373
374 When members of a committee or joint committee present at any meeting thereof,
375 are, by recorded vote, evenly divided as to the disposition to be made of any subject
376 matter referred to and pending before such committee or joint committee, such subject
377 matter shall be returned to the next meeting of the county board without
378 recommendation and the committee or joint committee shall thereupon be deemed to
379 be discharged from consideration thereof.

380
381 (d) *Committee motions and voting procedure.*

- 382
- 383 (1) If an item is on the agenda "for information only unless otherwise directed by
384 the committee," a motion to place on file is not needed. The committee will just
385 receive the item. However, if a motion is made and a roll call is taken, said item
386 will be reported to the board.
 - 387 (2) If a motion to adopt an item fails, it will be reported to the board with a
388 recommendation to reject.
 - 389 (3) To take any other action on an item after it has been rejected, a motion to
390 reconsider must be made and passed. Only a supervisor who voted on the
391 prevailing side of the rejection action can make the motion to reconsider.
 - 392 (4) If a motion to place on file or to reject fails, the matter is still before the
393 committee and another motion shall be in order.
 - 394 (5) If a motion to adopt, postpone indefinitely, place on file or reject receives a tie
395 vote in committee, the matter shall be reported to the county board without
396 recommendation.
 - 397 (6) If a motion to refer, lay over or amend receives a tie vote, said motion fails and
398 another motion is in order.
 - 399 (7) No motions, or debate on motions, shall be made from the chairperson. If the
400 chairperson wishes to make, or to speak at any length on, a motion, the
401 chairperson shall turn over the gavel to the ~~co-chairpersons~~, vice chairperson or
402 next senior member for the remainder of the item. This provision shall not
403 prevent a chairperson from questioning a witness concerning testimony being
404 presented to the committee.
 - 405 (8) Once a committee comes to order, and attendance is taken to establish a
406 quorum, any item on the agenda can only be removed by concurrence of a
407 majority of the committee. Prior to the committee coming to order, an item can
408 be removed by the chairperson ~~or co-chairpersons~~.
 - 409 (9) Supervisors wishing to add their names as co-sponsors of resolutions or
410 ordinances introduced by supervisors shall, prior to a committee's final vote on
411 said resolution or ordinance, obtain the permission of the primary sponsor, and
412 be added if there is no objection from a member of the committee. If there is

413 objection, a vote of the committee shall be taken regarding adding the co-
414 sponsor(s).

415

416 **1.14. Committee reports.**

417

418 (b) *Committee report laid over on request.* Action on the report of any committee as
419 defined in subsection (a) of this section, when it first makes its report, shall be
420 deferred until the next meeting of the county board if one-third (1/3) of the members
421 present and voting so request. If the report of said committee is re-referred to said
422 committee or any other committee and thereafter the subject matter is again
423 returned to the county board, action thereon shall not be deferred except as
424 provided by section 1.15 or by a majority vote of the members present.

425

426 The above rule shall not apply to the report of the committee on finance, ~~personnel~~
427 and audit on the executive budget, including resolutions proposing tax levies and
428 recommendations on new positions to become effective in and included in the budget
429 for the following fiscal year.

430

431 **1.15. Referring resolution, ordinance or report for legal opinion.**

432

433 With the affirmative vote of one-third (1/3) of the members present and voting at any
434 meeting of the county board, any resolution, ordinance or report shall be referred to the
435 corporation counsel and the written opinion of the latter secured as to the legality of the
436 resolution or ordinance offered, or the recommendation made in any report presented to
437 the county board for adoption. Such opinion shall be rendered to the county board at its
438 next meeting held not less than forty-eight (48) hours after the referral, and copies
439 distributed to all members. The resolution, ordinance or report, shall not be rereferred
440 again to the corporation counsel for a legal opinion except by a majority vote of the
441 members present.

442

443 The above rule shall not apply to:

444 (1) The report of the committee on finance, ~~personnel~~ and audit on the executive
445 budget.

446 (2) Resolutions proposing amendments to the executive budget.

447 (3) Resolutions proposing tax levies.

448 (4) Recommendations of the committee on finance, ~~personnel~~ and audit on new
449 positions to become effective in, and to be included in, the budget for the
450 following fiscal year.

451

452 **1.16. Requests relating to personnel matters.**

453

454 (b) *New positions.* Personnel requests relating to the creation of new positions, which
455 are required during a current fiscal year because of an urgent need, may be
456 submitted to the county board at any time during such year. Personnel requests
457 relating to the creation of new positions to become effective and to be included in
458 the budget of the following fiscal year shall be submitted to the county executive by

459 such date as determined by the county executive. All requests for current year new
460 positions shall be referred to the committee on finance, ~~personnel~~ and audit,
461 committee on personnel, the department of human resources and the department of
462 administrative services. The department of administrative services shall submit a
463 recommendation regarding the necessity for the requested positions to the
464 committees on finance, ~~personnel~~ and audit and personnel, and the department of
465 human resources shall submit its recommendations regarding the classification of
466 new positions to be created during the current budget year as soon as reasonably
467 possible. The department of administrative services shall submit recommendations
468 regarding the necessity for new positions requested for the next fiscal year to the
469 county executive for consideration in the subsequent year's executive budget. The
470 committee on finance, ~~personnel~~ and audit shall review positions recommended for
471 creation by the county executive during its hearings on the executive budget and
472 report its recommendations to the county board on or before the Monday next
473 succeeding the regularly scheduled monthly meeting on the first Thursday in
474 November. The department of human resources shall submit its recommendations
475 to the committee on ~~finance, personnel, and audit~~ regarding the classification and
476 pay for new positions for the next fiscal year recommended by the county executive
477 and/or committee on finance, ~~personnel~~ and audit, so the committee on personnel
478 can report its recommendations to the county board on or before the Monday next
479 succeeding the regularly scheduled monthly meeting on the first Thursday in
480 November.

481
482 (c) *Review by county board staff.* If the personnel request is for new positions in the
483 department of administrative services, it shall also be reviewed by the county board
484 staff and a recommendation regarding the necessity for the requested positions
485 submitted to the committee on finance, ~~personnel~~ and audit. If the request relates to
486 reclassifications, reallocations, appointments at an advanced step of the pay range
487 and advancements within the pay range in the department of human resources, it
488 shall be reviewed by the county board staff and processed in a manner consistent
489 with the authority granted to the director of human resources under chapter 17 of
490 the Code.

491
492 **1.17. Procedures for consideration of personnel requests.**

- 493
494 (a) *Definitions.* Where used in this subsection, the following words shall mean:
- 495 (1) *County board* shall mean the county board of supervisors.
 - 496 (2) *Commission* shall mean the county civil service commission.
 - 497 (3) *Committee* shall mean the committee on ~~finance, personnel and audit~~.
 - 498 (4) *Petitioner* shall mean the person or organization, including a member of the
499 county board, making or sponsoring the request, resolution or ordinance, or the
500 authorized representative of such person or organization.
 - 501 (5) *Code* shall mean the Milwaukee County Code of General Ordinances.
- 502
503 (b) *Filing of personnel request.* All personnel requests by whomsoever made (in any
504 way affecting county offices and employe positions, compensation, hours of labor or

505 conditions of employment, specification of duties and any other matters referred to
506 in chapter 17 of the Code relating thereto) for salary increases, reclassifications,
507 fringe benefits, additional positions and other personnel requests which would
508 require a change of the provisions of chapter 17 of the Code, shall be filed with the
509 chairperson of the county board for presentation to the county board and reference
510 to the commission.

511

512 (c) *Hearing on personnel request.* At such hearing, the procedure in considering such
513 personnel request shall be as follows:

514 (1) The petitioner, or his/her representative, shall be given a reasonable time to
515 present his/her case and any supporting data to the committee, and during such
516 period shall not be subject to interruption by any person other than members of
517 the committee.

518 (2) When the petitioner has concluded his/her argument, the commission shall
519 present its report and recommendation to the committee.

520 (3) After the commission has concluded its presentation, the petitioner shall have a
521 reasonable opportunity to comment upon the commission's recommendations
522 and, while so doing, shall not be subject to interruption by any person other
523 than members of the committee or representatives of the commission.

524 (4) After the procedures specified in said subsections (1), (2) and (3) have been
525 concluded, the committee shall hear any person desiring to speak on the
526 request.

527 (4a) Where circumstances require, the ~~co~~-chairperson(s) of the committee shall
528 have the right to vary the order of the procedure outlined in subsections (c)(1),
529 (2), (3) and (4).

530 (5) Thereafter the committee, in public session, shall consider and make such
531 recommendations as it sees fit pertaining to said request. If the committee's
532 recommendation is to deny the request, the recommendation shall be in the
533 form of a resolution so indicating. If the committee's recommendation grants
534 such request in whole or in part, such recommendation shall be evidenced by a
535 resolution or ordinance, as the case requires. The effective date of such
536 resolution or ordinance shall be stated therein.

537 (6) In the event that the committee requires more time than originally scheduled to
538 determine its position with respect to such request, it may recess such hearing
539 from time to time as may be determined by it, and on said recessed day
540 reconvene and resume its consideration.

541 (7) The committee shall submit a report and recommendation on each such
542 request to the county board, at the next meeting of the county board, following
543 determination of the committee's recommendation.

544 (8) Compliance with the procedure outlined in subsections (1) to (7) inclusive, of
545 this subsection, is intended to be in compliance with the requirements of s.
546 111.70(2), Wis. Stats.

547

548 (d) *New civil service rules.* A copy of any new civil service rule or modification or
549 amendment to an existing civil service rule presented to the commission for
550 consideration by the director of human resources or other department head or

551 employee shall also be included in an informational report to the committee on
552 ~~finance, personnel, and audit~~ for consideration at the regularly scheduled meeting of
553 the committee that precedes the meeting of the civil service commission at which
554 the proposed rule changes will be presented.

555
556 **1.19. Reference of request for appropriation transfers to county executive.**

557
558 All requests for appropriation transfers between principal objects of expenditures or
559 from the contingent fund shall be transferred to the county executive. He/She shall
560 promptly consider same and report his/her recommendation thereon to the committee
561 on ~~finance, personnel~~ and audit of the county board. If the county executive fails to
562 make a recommendation within ten (10) days after the submission of a request for
563 transfer, the committee on ~~finance, personnel~~ and audit may act upon such request
564 without his/her recommendation.

565
566 **1.24. Budgetary procedure.**

- 567
568 (3) *Committee on ~~finance, personnel~~ and audit hearings.*
569 (a) The committee on ~~finance, personnel~~ and audit shall not commence its review
570 of the executive budget until at least seven (7) days succeeding the official
571 receipt of the executive budget, in order to allow ~~finance, personnel~~ and audit
572 members and county board staff sufficient time to review the budget, meet with
573 departmental personnel and develop suggested amendments to the budget. It
574 is also intended that this period will be utilized by other supervisors not on the
575 committee to familiarize themselves with the budget and to begin preparation of
576 budget amendments so as to allow for introduction of those amendments during
577 the time the committee is conducting hearings.

578
579 **SECTION 2.** The specified sections of Chapter 9 of the Milwaukee County Code of
580 General Ordinances are hereby amended as follows:

581
582 **9.05. - Standards of conduct.**

- 583
584 (3) *Limits on contact:*
585 (a) *Limits on contact with former county associates:* No former county public official
586 or employee, for twelve (12) months following the date on which he/she ceases
587 to be a county public official or employee, shall, for compensation, on behalf of
588 any person other than a governmental entity, provide any contractual services
589 to the county. Nor shall the former county public official or employee make any
590 formal or informal appearance before or try to settle or arrange a matter by
591 calling, writing, or conferring with, any county public official, officer or employee
592 of the department with which he/she was associated as a county public official
593 or employee. The county board committee on ~~finance, personnel,~~ and audit
594 may waive the contractual services prohibition provision of this section, first
595 effective for county public officials or employees that separate service after April

596 1, 2016, upon the petition of the administrator seeking services with the former
597 public official or employee that the need is critical to county operations.

598
599 (b) *Limits on contact with judicial or quasi-judicial proceedings:* No former county
600 public official or employee for twelve (12) months following the date on which
601 he/she ceases to be a county public official or employee, shall for compensation
602 on behalf of himself/herself or any person other than a governmental entity,
603 make any formal or informal appearance before, or try to settle or arrange a
604 matter by calling, writing, or conferring with, any county public official, officer or
605 employee of a department in connection with any judicial or quasi-judicial
606 proceeding, application, contract, claim, or charge which was under the former
607 public official's or employee's responsibility as a county public official or
608 employee.

609
610 (c) *Limits on contacts with judicial or quasi-judicial proceedings where personally*
611 *participated:* No former county public official or employee shall, whether for
612 compensation or not, act on behalf of any party other than the county in
613 connection with any judicial or quasi-judicial proceeding, application, contract,
614 claim, or charge in which the former public official or employee participated
615 substantially as a public official or employee.

616
617 (d) *Consideration of exemptions:* The ethics board shall accept and review written
618 requests by former appointed officials for an exemption from the prohibitions of
619 (3), except that only the committee on finance, ~~personnel~~, and audit shall
620 consider exemptions to the contractual services prohibition. Such exemption
621 requests must be heard and deliberated during a properly convened open
622 session of an ethics board meeting and must be included in a written ethics
623 board opinion stating the reason(s) that the former appointed official should be
624 exempt from the otherwise prohibited conduct.

625
626 **SECTION 3.** The specified sections of Chapter 15 of the Milwaukee County Code of
627 General Ordinances are hereby amended as follows:

628
629 **15.215. - Investment of county funds.**

630 (2) It is the policy of the county board to invest county funds, not
631 immediately needed, in accordance with state statutes in order to obtain
632 interest revenue for the county. To effectuate such policy, the county
633 treasurer and/or appropriate designee, therefore, is authorized and
634 directed to purchase, redeem, sell, exchange, invest or otherwise obtain or
635 dispose of investments and securities as are authorized by statute, on a
636 noncompetitive basis. The county treasurer shall submit on a quarterly
637 basis, for review by the county board finance, ~~personnel~~ and audit
638 committee, a report on the investment policies and practices, the
639 investment activities and the investment performance of the monies under
640 the jurisdiction of the county treasurer.

641

642 **15.23. - Payments to the county.**

643 (2) *Protested payments.* If a check tendered to make any payment to
644 the county is not paid by the bank on which it is drawn, or if a demand for
645 payment under a debit or credit card transaction is not paid by the bank
646 upon which demand is made, the person by whom the check has been
647 tendered or the person entering into the debit or credit card transaction
648 shall remain liable for the payment of the amount for which the check was
649 tendered or the amount agreed to be paid by debit or credit card and for all
650 legal penalties, additions, bank charges and a charge for administrative
651 costs of twenty-five to fifty-five dollars (\$25.00 to \$55.00), to be set by the
652 treasurer. The treasurer shall notify the committee on finance, ~~personnel~~
653 and audit within ten (10) days of changing the administrative fee to any
654 amount within the aforementioned range. In addition, the department
655 administrator to whom the check was tendered or to whom the debit or
656 credit card was presented may, if there is a probable cause to believe a
657 crime has been committed, provide any information or evidence relating to
658 the crime to the district attorney for prosecution as provided by law. If any
659 license has been granted upon any such check or any such debit or credit
660 card transaction, the license shall be subject to cancellation for the
661 nonpayment of the check or failure of the bank to honor the demand for
662 payment authorized by debit or credit card.
663

664 **SECTION 4.** The specified sections of Chapter 17 of the Milwaukee County Code of
665 General Ordinances are hereby amended as follows:
666

667 **17.05. - Determination of appropriate classification of position.**

668

669 The following procedure shall be utilized to ensure that all county positions are
670 appropriately classified based upon the duties assigned to and performed by the
671 incumbents of the position:

672 (1) *Creation of additional positions.* Each department is limited to the total number
673 of positions or staffing authorized in the adopted annual budget unless an
674 increase or decrease in the number of authorized positions or staffing is
675 approved by the county board, subject to the review of the county executive,
676 during the year. After adoption of the annual budget, the number of authorized
677 positions or staffing may be increased or decreased in accordance with the
678 following procedure:

679 (b) The director of the department of ~~administration~~ administrative services
680 shall review each request with respect to need and appropriateness and file
681 a report with the committee on finance, ~~personnel~~ and audit. The committee
682 on finance, ~~personnel~~ and audit shall report its recommendation to the
683 county board.

684 (c) The director of human resources shall review all requests for new positions
685 or additional staffing to determine the appropriate classification and pay and
686 file a report with the committee on ~~finance, personnel and audit~~. The

687 committee on ~~finance, personnel and audit~~ shall report its recommendation
688 with respect to classification and pay to the county board.
689 (3) In the event the requestor and the director of human resources cannot
690 agree on the appropriate classification for an existing position either
691 party may appeal to the committee on ~~finance, personnel and audit~~
692 within thirty (30) days of receiving notice of the director final
693 recommendation. Both parties shall submit a written summary of the
694 rationale for their opinion to the committee on ~~finance, personnel and~~
695 ~~audit~~ as well as any other information deemed appropriate. The
696 decision of the county board on the committee recommendation subject
697 to review by the county executive shall be final and if a change in
698 classification is approved it shall be implemented the first day of the pay
699 period following that in which a resolution adopted by the county board
700 has been approved by the county executive and in compliance with
701 collective bargaining agreements.
702
703 (c) All reclassification studies shall also be subject to the following:
704
705 (4) An employee who holds a position which is reclassified to a higher pay
706 range shall receive an increase to the next rate in the new pay range
707 which is higher than the rate of pay received in the old pay range or as
708 otherwise approved by the committee on ~~finance, personnel and audit~~
709 subject to county board and county executive action.
710
711 (5) A vacant position reclassified to a classification in a lower pay range
712 shall be implemented the first day of the first pay period following the
713 meeting of the committee on ~~finance, personnel and audit~~ in the event
714 no action was taken on the specific recommendation contained in the
715 informational report submitted to committee by the director of human
716 resources. When a filled position is reclassified to a classification in a
717 lower pay range, the incumbent shall be placed on the layoff/recall list
718 for an indefinite time period, without bumping rights, for the higher
719 classification or a comparable classification if the classification is unique
720 and the reclassification shall not be implemented until the position
721 becomes vacant or the incumbent is relocated. In the event the
722 incumbent refuses an offer to be relocated, the position shall be
723 reclassified to the classification in the lower pay range the first day of
724 the first pay period following his/her refusal to be relocated.
725
726 (7) Monthly while a reclassification is pending, the director of human
727 resources shall provide a report to the committee on ~~finance, personnel~~
728 ~~and audit~~ which lists all position reclassifications which the director
729 intends to approve, along with a fiscal note for each. This report shall
730 be distributed to all county supervisors and placed on the committee
731 agenda for informational purposes. If a county supervisor objects to the
732 decision of the director within seven (7) working days of receiving this

733 report the reclassification shall be held in abeyance until resolved by
734 the county board, upon recommendation of the committee, and
735 subsequent county executive action. If no county supervisor objects,
736 the reclassification shall be implemented the first day of the first pay
737 period following the meeting of the committee and in compliance with
738 collective bargaining agreements. In the event the county board takes
739 no action on a reclassification, after receipt of a recommendation from
740 the committee, the reclassification shall be implemented the first day of
741 the first pay period following action by the county executive or, in the
742 event of a veto, final county board action and in compliance with
743 collective bargaining agreements.
744

745 **17.055. - Reallocation of existing nonrepresented classifications, with the**
746 **exception of elected officials and constitutional officers.**
747

748 Whenever labor market conditions or other factors indicate that compensation for
749 existing classifications is not sufficient to recruit and retain qualified employees a
750 department head or appointing authority may request the director of human resources
751 to review the compensation provided for the classification:
752

- 753 (1) The director of human resources shall review the request and inform the
754 requestor of his/her findings. All recommendations of the director to reallocate a
755 nonrepresented classification shall be included in a report distributed to all
756 county board supervisors. In the event the requestor does not concur with the
757 director's recommendation it may be appealed to the committee on ~~finance,~~
758 ~~personnel and audit~~ within thirty (30) days of receipt of such notice. The
759 decision of the county board on the committee recommendation, subject to
760 review by the county executive, shall be final. In the event the county board
761 approves an adjustment in the level of compensation for a classification the
762 action shall be implemented the first day of the pay period following that in
763 which the resolution adopted by the county board is approved by the county
764 executive.
765
- 766 (4) Monthly while a reallocation is pending, the director of human resources shall
767 provide a report to the committee on ~~finance,~~ ~~personnel and audit~~ which lists all
768 classification reallocations which the director intends to approve, along with the
769 fiscal note for each. This report shall be distributed to all county supervisors and
770 placed on the committee agenda for informational purposes. If a county
771 supervisor objects to the decision of the director within seven (7) working days
772 of receiving this report the reallocation shall be held in abeyance until resolved
773 by the county board, upon recommendation of the committee, and subsequent
774 county executive action. If no county supervisor objects, the reallocation shall
775 be implemented the first day of the first pay period following the meeting of the
776 committee. In the event the county board takes no action on a reallocation, after
777 receipt of a recommendation from the committee, the reallocation shall be

778 implemented the first day of the first pay period following action by the county
779 executive or, in the event of a veto, final county board action.

780

781 **17.08. - Temporary appointments, temporary positions.**

782

783 (2) *Temporary positions and appointments not within authorized quota of permanent*
784 *positions.*

785

786 (b) Request for authority to extend the time of temporary positions beyond six (6)
787 months shall be submitted to the county board and referred to the committee on
788 ~~finance, personnel and audit~~ and the department of ~~administration~~
789 administrative services. The department of ~~administration~~ administrative
790 services shall submit a recommendation regarding the necessity for the
791 extension of such temporary positions to the committee on ~~finance, personnel~~
792 ~~and audit~~ as soon as possible.

793

794 **17.09. - New appointments.**

795

796 1) Salary rate on new appointments. Appointments to newly created or vacant
797 positions in pay ranges shall be made at the first step of the range except as
798 follows, unless otherwise specified in a collective bargaining agreement:

799 (a) When an employee is promoted from one classification to another he/she shall
800 be placed in that step of the new range immediately above the compensation
801 he/she is receiving at the date of promotion without further review.

802

803 (b) A department head may appoint an individual whose training and experience
804 exceed the minimum qualifications to a non-ECP position at a rate of pay higher
805 than the first step of the pay range which shall be effective immediately upon
806 appointment.

807

808 (c) The director of human resources shall provide a monthly report to the
809 committee on ~~finance, personnel and audit~~ which lists all new appointments at
810 an advanced step of the pay range, along with a fiscal note for each. This report
811 shall be distributed to all county supervisors and placed on the committee on
812 ~~finance, personnel and audit~~ agenda for informational purposes.

813

814 **17.10. - Advancement within a pay range.**

815

816 (2) The director of human resources may approve the request of any department
817 head to advance a promoted employe or incumbent of a reclassified position one (1)
818 additional step in the range if the employe would have advanced in the classification
819 from which they were promoted to the same rate of pay within ninety (90) days of the
820 promotion. The decision of the director may be appealed to the committee on ~~finance,~~
821 ~~personnel and audit~~ within thirty (30) days of notice. The decision of the county board
822 on the committee recommendation, subject to review by the county executive, shall
823 be final.

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(3) Department heads:

(c) In subsections (a) and (b) above the decision of the director of human resources may be appealed to the committee on ~~finance~~, personnel and ~~audit~~ within thirty (30) days of notice. The decision of the county board on the committee's recommendation, subject to review by the county executive, shall be final and shall be implemented the first day of the first pay period following review by the county executive, or in the event of a veto, final county board action.

(4) Monthly while any advancements within a pay range requested by departments, pursuant to subsections (3)(a) and (3)(b) are pending, the director of human resources shall provide a report to the committee on ~~finance~~, personnel and ~~audit~~ which lists all such advancements which the director intends to approve, along with a fiscal note for each. This report shall be distributed to all county supervisors and placed on the committee agenda for informational purposes. If a county supervisor objects to the decision of the director within seven (7) working days of receiving this report the advancement shall be held in abeyance until resolved by the county board, upon recommendation of the committee, and subsequent county executive action. If no county supervisor objects, the advancement shall be implemented the first day of the first pay period following the meeting of the committee. In the event the county board takes no action on an advancement, after receipt of a recommendation from the committee, the advancement shall be implemented the first day of the first pay period following action by the county executive or, in the event of a veto, final county board action.

17.14. - Employment definitions.

(1) *Payment for full-time employment.* The compensation represents the remuneration for full-time employment except in those cases where it is specifically stated that the rates of pay are a proportionate part of the total compensation and are for part-time employment. Only one (1) full-time employe may occupy an authorized full-time position on an active basis. When the need arises, a department head or appointing authority may request approval from the county board to actively employ more than one (1) active full-time employe in a full-time authorized position for a specified period of time. Such requests shall be considered by the committee on ~~finance~~, personnel and ~~audit~~ after receipt of a report from the director of human resources.

17.23. - Dual employment.

No person holding employment with the county in the classified or unclassified service under the provision of chapter 17 of the Code, or ch. 63, Wis. Stats., shall be employed in more than one (1) classification or hold more than one (1) position unless approved by the director of human resources. The decision of the director may be

870 appealed to the committee on ~~finance, personnel and audit~~ within thirty (30) days of
871 notice. The decision of the county board on the committee's recommendation, subject to
872 review by the county executive, shall be final and shall be implemented the first day of
873 the first pay period following review by the county executive. A monthly report listing all
874 persons holding dual appointments shall be prepared by the department of human
875 resources and forwarded to the committee, for informational purposes.

876

877 **17.25. - Vacancies; how filled.**

878

879 (1) Whenever any position in the classified service becomes vacant, such position may
880 be filled upon submission of a request for certification to and approval by the civil
881 service commission. The department of ~~administration~~ administrative services
882 determines the necessity of filling vacant positions. If the commission is of the
883 opinion that it is not necessary to fill the position or that it should be reclassified or
884 reallocated to a different pay range, the commission shall make such
885 recommendation to the county board. The county board shall refer such
886 recommendation to the committee on ~~finance, personnel and audit~~.

887

888 **17.265. - Executive compensation plan.**

889

890 All employes of the county who hold positions considered to be managerial shall be
891 compensated in accordance with the provisions of the executive compensation plan.
892 The following definitions and policies, shall be utilized to maintain the executive
893 compensation plan and ensure that all management positions are identified and
894 compensated in a consistent and equitable manner.

895 (1) *Management/supervisor definition.* To assure that the executive compensation
896 plan includes only positions which are truly managerial, it is necessary to define
897 the term "management position." Oftentimes, supervisory positions are
898 structured in such a way that the duties involved could be misconstrued as being
899 managerial; therefore, it is also necessary to define "supervisory position." It is
900 intended that these definitions will be used by department heads, the
901 department of human resources, and ultimately the ~~finance, personnel and audit~~
902 committee and county board as the cornerstone to identify positions which are to
903 be included in, or excluded from, the executive compensation plan.

904

905 (2) Positions deemed by the director of human resources to meet the management
906 definition of this section shall be assigned to one of the levels of management
907 listed below. The director of human resources shall maintain and distribute a
908 narrative definition of each management level. Each management level shall
909 correspond to an ECP Grade(s) which shall consist, for 1999, of the eight rate
910 steps indicated below in 1999. These rate steps, when deemed appropriate,
911 may periodically be adjusted upon adoption of a resolution by the county board.
912 In 2000, the rates shall be adjusted by three (3) percent as previously approved
913 in county board file no. 97-476, adopted on June 19, 1997. The director of
914 human resources shall: periodically conduct a review of the salary increase
915 trends for management positions which shall be forwarded to the committee on

916 ~~finance, personnel and audit~~ for the determination of adjustments for the year
917 2001 and beyond; and shall annually publish and distribute ECP Grade
918 information to all department heads and appointing authorities.
919

920 (3) The salary rate steps of each ECP Grade shall be adjusted annually by a
921 general increase to reflect job market trends for management positions upon
922 adoption of a resolution by the county board. Upon implementation of such
923 general increase, the rate received by incumbents of ECP positions shall be
924 adjusted to reflect the general increase. A performance evaluation of each
925 employe holding an ECP position shall be forwarded to the director of human
926 resources no later than March 31 of each calendar year. The performance
927 evaluation shall be for employe performance during the prior calendar year, and
928 shall be conducted in accordance with procedures distributed by the director of
929 human resources. If the performance evaluation completed by their appointing
930 authority meets the criteria for such advancement, incumbents of ECP positions
931 shall be advanced to the next highest rate step in the respective ECP Grade
932 effective on the first day of the pay period which includes April 1. An appointing
933 authority may delay the implementation of the advancement to the next highest
934 rate step by six (6) or twelve (12) pay periods if he/she deems such delay
935 appropriate based on the employe's performance evaluation. New appointees to
936 an ECP position shall not be eligible for advancement to the next highest rate
937 step in the ECP Grade until completion of one year of service and completion of
938 a performance evaluation which indicates that he/she meets the requirements
939 for such advancement as determined by the appointing authority, with such
940 advancement not being effective prior to April 1 in any calendar year. ECP
941 employes receiving the maximum rate step for the respective ECP Grade, shall
942 be eligible for a performance award of up to four (4) percent of their annual
943 salary, based on the evaluation of their performance in the prior calendar year
944 by their appointing authority in accordance with instructions distributed by the
945 director of human resources. A performance award shall be issued as a
946 separate payment, and shall not be added to the recipient's bi-weekly salary but
947 shall be included in the calculation of final average salary for pension calculation
948 purposes. A performance award shall be processed as soon as possible after
949 forwarding of an appropriate recommendation to the director of human
950 resources, but no earlier than May 1 in any given calendar year. No employe
951 compensated under this section shall advance to the next rate step or receive a
952 performance award unless an appropriate performance evaluation
953 recommending such advancement has been received by the director of human
954 resources. The director, department of human resources shall annually provide
955 an informational report to the county board ~~finance, personnel and audit~~
956 committee summarizing the results of the performance evaluation process.
957 Notwithstanding the foregoing provisions, the county board of supervisors may
958 determine, by a vote of the county board prior to March 31 of each year, that no
959 ECP employe shall advance to the next highest rate step or shall be issued a
960 performance award in that calendar year.
961

962 (6) The director of human resources, or the appropriate appointing authority,
963 may initiate a review of any position to determine if it should be included in, or
964 deleted from, the ECP; or to determine if an existing ECP position is assigned to
965 the proper management level and ECP Grade. All such reviews shall be
966 conducted by the director of human resources and any revision to the
967 management level or ECP Grade to which a position is assigned shall be
968 reported to the county board ~~finance, personnel and audit~~ committee in the
969 same manner as a reclassification of an existing position as included in the
970 provisions of section 17.05 of the county ordinances. Except as may otherwise
971 be noted in this section, all other provisions of sections 17.05 and 17.10 of the
972 county ordinances shall apply to any position included in the ECP.
973

974 **17.305 Residency for positions in the unclassified service.**
975

- 976 (1) All employees appointed to any position in the unclassified service on or after
977 October 1, 2010 shall establish and maintain their domicile and principal place of
978 residence within the geographic limits of Milwaukee County. New appointments in
979 the unclassified service on or after October 1, 2010 shall have six (6) months from
980 the date of appointment to comply with this section.
- 981 a. The director, department of human resources, may grant one extension of the
982 foregoing requirement for up to six (6) additional months, but in no case shall a
983 waiver of the residency requirement under paragraph (1) above extend beyond
984 one year from the date of appointment. Failure to meet the applicable deadline
985 shall result in termination. The director of human resources shall provide written
986 notice to the county executive, the county board chair and the ~~co-chairs~~
987 chairperson of the committee on ~~finance, personnel and audit~~ of all extensions
988 granted under this section.
989
- 990 (2) If the director of human resources determines an unclassified position is essential to
991 effective functioning of county operations and which, on the basis of classification,
992 vacancy, experience and difficulty in recruitment, cannot be filled with qualified
993 personnel under the requirements of paragraph (1) of this section, the director may
994 waive the residency requirement for that position with the approval of the county
995 board. All waivers granted under this section are to be reported quarterly to the
996 committee on ~~finance, personnel and audit~~, and shall be reviewed at least annually
997 by the director to determine if a residency waiver is necessary to fill the position.
998

999 **17.99. - Automatic adjustments in certain officials' salaries.**
1000

- 1001 (3) The salary rate steps of each ECP Grade shall be adjusted annually by a general
1002 increase to reflect job market trends for management positions upon adoption of a
1003 resolution by the county board. Upon implementation of such general increase, the
1004 rate received by incumbents of ECP positions shall be adjusted to reflect the
1005 general increase. A performance evaluation of each employe holding an ECP
1006 position shall be forwarded to the director of human resources no later than March
1007 31 of each calendar year. The performance evaluation shall be for employe

1008 performance during the prior calendar year, and shall be conducted in accordance
1009 with procedures distributed by the director of human resources. If the performance
1010 evaluation completed by their appointing authority meets the criteria for such
1011 advancement, incumbents of ECP positions shall be advanced to the next highest
1012 rate step in the respective ECP Grade effective on the first day of the pay period
1013 which includes April 1. An appointing authority may delay the implementation of the
1014 advancement to the next highest rate step by six (6) or twelve (12) pay periods if
1015 he/she deems such delay appropriate based on the employe's performance
1016 evaluation. New appointees to an ECP position shall not be eligible for
1017 advancement to the next highest rate step in the ECP Grade until completion of one
1018 year of service and completion of a performance evaluation which indicates that
1019 he/she meets the requirements for such advancement as determined by the
1020 appointing authority, with such advancement not being effective prior to April 1 in
1021 any calendar year. ECP employes receiving the maximum rate step for the
1022 respective ECP Grade, shall be eligible for a performance award of up to four (4)
1023 percent of their annual salary, based on the evaluation of their performance in the
1024 prior calendar year by their appointing authority in accordance with instructions
1025 distributed by the director of human resources. A performance award shall be
1026 issued as a separate payment, and shall not be added to the recipient's bi-weekly
1027 salary but shall be included in the calculation of final average salary for pension
1028 calculation purposes. A performance award shall be processed as soon as possible
1029 after forwarding of an appropriate recommendation to the director of human
1030 resources, but no earlier than May 1 in any given calendar year. No employe
1031 compensated under this section shall advance to the next rate step or receive a
1032 performance award unless an appropriate performance evaluation recommending
1033 such advancement has been received by the director of human resources. The
1034 director, department of human resources shall annually provide an informational
1035 report to the county board ~~finance, personnel and audit~~ committee summarizing the
1036 results of the performance evaluation process. Notwithstanding the foregoing
1037 provisions, the county board of supervisors may determine, by a vote of the county
1038 board prior to March 31 of each year, that no ECP employe shall advance to the
1039 next highest rate step or shall be issued a performance award in that calendar year.

1040

1041 **SECTION 5.** The specified sections of Chapter 32 of the Milwaukee County Code of
1042 General Ordinances are hereby amended as follows:

1043

1044 **32.25. - Purchasing and contracting procedure.**

1045

1046 (7) *Exceptions.*

1047 (a) Competitive bidding requirements of this chapter shall apply, except as follows:

1048

1049 (1) When, after soliciting sealed bids, it is determined by the procurement
1050 director or his or her designee, and verified by the purchasing
1051 standardization committee, that no valid bids have been received, the
1052 purchasing standardization committee may authorize procurement without
1053 competition.

- 1054 (2) Purchases from a single source which, by their nature, are not adapted to
- 1055 award by competitive bidding as determined by the procurement director or
- 1056 his or her designee and approved by the purchasing standardization
- 1057 committee.
- 1058
- 1059 (3) Purchases from any federal, state or local governmental unit or agency of
- 1060 surplus materials, supplies, commodities or equipment, as approved by the
- 1061 committee on finance, ~~personnel~~ and audit of the county board, and
- 1062 otherwise when expressly authorized by the county board.
- 1063

32.81. - Budget preparation.

- 1064
- 1065 (1) Discharge all of the following duties in connection with the preparation of the
- 1066 county's annual budget, including those imposed by s. 59.84, Wis. Stats.:
- 1067 (a) Develop procedures and format for the departments' submission of budget
- 1068 estimate for the county's fiscal year, including revenues, expenditures and
- 1069 capital improvement requirements.
- 1070
- 1071 (b) Compile county departmental estimate along with principal and interest
- 1072 requirements, cash appropriations for capital improvements, proposed new
- 1073 bond obligations, including interest and principal that would become due in the
- 1074 budget year, contingency requirements and an estimate of all revenues,
- 1075 including any surplus and the required tax levy, and transmit the report to the
- 1076 county executive and the county board.
- 1077
- 1078 (c) Assist the county executive in preparing the executive budget by:
- 1079 (1) Developing a hearing schedule, and notifying county departments and other
- 1080 interested persons.
- 1081 (2) Reviewing budget requests and recommending areas where changes may
- 1082 be considered.
- 1083 (3) Compiling the executive budget for transmittal to the county board.
- 1084 (4) Distributing a professionally printed copy of the executive budget to each
- 1085 Milwaukee County Supervisor, any other elected county official who
- 1086 requests a copy, the committee coordinator for the committee on finance,
- 1087 ~~personnel~~, and audit, and the staff of the research division of the
- 1088 comptroller's office. Budget documents will continue to be available on the
- 1089 county website for public access and historical purposes.
- 1090
- 1091 (d) Assist county board staff and the committee on finance, ~~personnel~~, and audit in
- 1092 publishing the executive budget.
- 1093
- 1094 (e) Assist the county executive and committee on finance, ~~personnel~~, and audit
- 1095 during the committee's budget hearing, including the preparation of
- 1096 amendments to the executive budget.
- 1097
- 1098 (f) Compile the adopted budget, including the preparation of the necessary
- 1099 resolutions for adoption by the county board.

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(g) Distributing a professionally printed copy of the adopted budget to each Milwaukee County Supervisor, any other elected county official who requests a copy, the committee coordinator for the committee on finance, ~~personnel~~, and audit, and the staff of the research division of the comptroller's office. Budget documents will continue to be available on the county website for public access and historical purposes.

(h) Make recommendations to improve procedures for developing and controlling the budget.

SECTION 6. The specified sections of Chapter 33 of the Milwaukee County Code of General Ordinances are hereby amended as follows:

33.03. - Functions of the personnel review board.

The personnel review board shall:

(4) *Meetings.* All meetings of the board shall be announced in advance, shall be open to the public subject to the limitations of s. 19.85, Wis. Stats., and minutes of such meetings, except those portions covering hearings on charges against employes, shall be submitted to the director of human resources, the civil service commission, the county executive, chairperson of the county board and ~~ee~~ chairpersons of the committee on ~~finance, personnel and audit~~ within two (2) weeks following the meeting.

SECTION 7. The specified sections of Chapter 36 of the Milwaukee County Code of General Ordinances are hereby amended as follows:

36.01. - Creation.

There is created a capital improvements committee to develop, maintain and update a long-term capital improvements program for the county's construction and maintenance of infrastructure and facilities.

36.02. - Composition.

The committee shall be comprised of:

- (a) The director of the department of transportation, or alternate;
- (b) The fiscal and budget administrator, or alternate;
- (c) The comptroller, or alternate;

- 1145 (d) The chair of the committee on transportation, public works and transit, or
1146 alternate;
1147
1148 (e) The ~~co~~-chairs and vice-chair of the committee on finance, ~~personnel~~ and audit,
1149 or alternates;
1150
1151 (f) Two (2) appointments of the county executive who shall be mayors or village
1152 board presidents of municipalities located in Milwaukee County, or alternates.
1153
1154 (g) The chair of the county board shall appoint the chair of the committee.
1155

1156 **SECTION 8.** The specified sections of Chapter 46 of the Milwaukee County Code of
1157 General Ordinances are hereby amended as follows:
1158

1159 **46.03. - Imprest fund for emergency aid.**
1160

1161 An imprest fund of three thousand five hundred dollars (\$3,500.00) is established
1162 for the use of the department of human services in issuing aid checks in emergency
1163 cases where it is impossible to make aid payments in the regular manner. Examples of
1164 this condition are, but not limited to, client waiting for a replacement, payments where a
1165 computerized bookkeeping machine check cannot be prepared either because of
1166 insufficient information or computer inability, checks needed to cover transportation
1167 costs for medical treatment, or for special handling where a computerized check would
1168 be produced too late, although all computer edit checks are met.
1169

1170 The department shall obtain reimbursement for all such payments drawn on such
1171 imprest fund by including the items disbursed with a succeeding day's regular aid roll.
1172 The amount of deposit in the foregoing imprest fund, together with all unvouchered
1173 grants, shall at all times equal three thousand five hundred dollars (\$3,500.00). If
1174 payments exceed three thousand five hundred dollars (\$3,500.00), the director of the
1175 department shall notify the director of audits of the situation, giving the reasons this limit
1176 had to be exceeded. The comptroller shall notify the committee on finance, ~~personnel~~
1177 and audit and the director of human services of necessary corrective action if he/she
1178 deems it necessary.
1179

1180 The director of the department of human services is authorized to sign checks
1181 drawn on this imprest fund and is also authorized to delegate his/her authority to sign
1182 checks to incumbents of the following positions in the department: deputy director I,
1183 accounting manager and business office supervisor. U.S. Bank is hereby designated as
1184 the depository for such imprest fund.
1185

1186 **SECTION 9.** The specified sections of Chapter 56 of the Milwaukee County Code of
1187 General Ordinances are hereby amended as follows:
1188

1189 **56.02. - Actions resulting in reduction of revenue.**
1190

- 1191 (1) Each person in charge of any county office, department, agency, or any
1192 nondepartmental account shall submit a written report to the county executive, the
1193 committee on finance, ~~personnel~~ and audit of the county board, the office of the
1194 comptroller and the department of ~~administration~~ administrative services whenever
1195 such person has reason to know or believe that a deficit of seventy-five thousand
1196 dollars (\$75,000.00) or more in any revenue account will occur for the division of
1197 county government under the supervision of that person. The report shall be
1198 submitted as soon as practicable, but shall not exceed ten (10) working days from
1199 the earliest date that such person first has reason to believe or know of the
1200 reduction of anticipated revenue. Such report shall include the reasons for the
1201 anticipated revenue deficit, as well as a recommended plan of action or alternatives
1202 to offset such deficit.
1203
- 1204 (3) The county executive is authorized to request and develop a corrective action plan
1205 to address any such reported deficits if it is determined that timely action is
1206 necessary. If such a situation should occur, the corrective action plan shall be
1207 reported to the committee on finance, ~~personnel~~ and audit and the county board in
1208 time for their next regularly scheduled meetings for approval prior to
1209 implementation.
1210
- 1211 (5) After the close of each fiscal year, the office of the comptroller shall prepare a report
1212 regarding the surplus/deficit from operations for the county, including a detail
1213 breakdown showing the surplus/deficit in both appropriations and revenues for each
1214 county department. Such report shall be submitted to the county executive, county
1215 board, and to all responsible department administrators. After receipt of the report,
1216 those responsible department administrators indicated as incurring a revenue deficit
1217 of seventy-five thousand dollars (\$75,000.00) or more shall, within ten (10) working
1218 days, respond in writing to the county executive, committee on ~~financial~~ finance and
1219 audit and the department as to why the revenue deficit occurred. However, in those
1220 cases where an appropriation surplus offsets the revenue deficit, department
1221 administrators are not required to respond regarding the revenue deficit.
1222

1223 **56.03. - Appropriation transfer procedures.**
1224

- 1225 (1) Departmental requests for appropriation transfers shall be submitted by the
1226 administrator of the department concerned to the department of ~~administration~~
1227 administrative services. Such requests shall be made on forms and in the manner
1228 prescribed by the department and shall contain an explanation and justification for
1229 the need of the transfers requested, pursuant to the provision of s. 59.84(8), (9),
1230 Wis. Stats. Department administrators are prohibited from requesting contingency
1231 appropriation transfers in the form of a resolution or ordinance submitted to the
1232 county board.
1233
- 1234 (2) Except as noted in subsection (3), the county board shall not adopt any resolution
1235 or ordinance directing the department of ~~administration~~ administrative services to
1236 transfer contingency appropriations without having an appropriate appropriation

1237 transfer reviewed by the department, county executive, and the committee on
1238 finance, ~~personnel~~ and audit.

1239

1240 (3) Any resolution or ordinance directing the department of ~~administration~~
1241 administrative services to transfer contingency appropriations shall have committee
1242 on finance, ~~personnel~~ and audit review and recommendation prior to county board
1243 consideration. If such resolutions or ordinances directing contingency transfers have
1244 not been reviewed by the department and the county executive, the fiscal note of
1245 the resolution/ordinance must include an explanation and justification as to why the
1246 matter was not or could not be processed through the established appropriation
1247 transfer procedure.

1248

1249 (4) County departments and divisions under the jurisdiction of the same department
1250 administrator such as the director of the department of human services, the director
1251 of parks, recreation and culture, etc. shall be considered as a single unit with
1252 reference to transfers of appropriations within the group.

1253

1254 **56.12. - Architectural and engineering planning revolving funds.**

1255

1256 (4) *Restoration of funds.* The revolving funds created by this section shall be restored
1257 by credits transferring costs to the public works projects for which the services were
1258 specifically provided. If subsequent to the preliminary planning and engineering, a
1259 project is abandoned or the county board does not appropriate funds for the project,
1260 the county board's committee on finance, ~~personnel~~ and audit may recommend an
1261 appropriation sufficient to restore the fund to its original amount.

1262

1263 **56.22. - Assignment criteria, garaging and usage of county-owned automobiles.**

1264

1265 (3) Applications for changes to the assignment of county passenger cars shall be made
1266 to, and reviewed by, the department of ~~administration~~ administrative services during
1267 the annual budget review process. All departments/employees having use of a
1268 passenger car shall annually submit a report to the department of ~~administration~~
1269 administrative services no later than July 31 which shall specify, for the previous
1270 twelve (12) months operation, the number and garaging location of vehicles
1271 assigned to the department, their use (whether by an employe or as a pool vehicle)
1272 and, if assigned to an employe, the title of that employe, their job function and the
1273 use of the vehicle, including personal and business mileage traveled with the
1274 vehicle. The department of ~~administration~~ administrative services will recommend
1275 any changes or additions to approved vehicle assignments to the committee on
1276 finance, ~~personnel~~ and audit. Assignment of all passenger cars shall be subject to
1277 the approval of the county board upon the recommendation of the committee.

1278

1279 (b) The department administrator must advise the committee on finance, ~~personnel~~
1280 and audit co-chairpersons and the department of ~~administration~~ administrative
1281 services of the necessity for such assignment within three (3) days of the
1282 assignment.

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(6) Except upon county board authorization, county-owned passenger cars shall not be used for other than county purposes. When an employe uses a county vehicle as authorized for personal use, the county shall be reimbursed by the employe at the rate established by the Internal Revenue Service for tax deduction purposes, which rate shall automatically be adjusted to reflect the changed effective dates. No reimbursement to the county shall be required from members of the sheriff's department, or from investigators on the district attorney's staff, as law enforcement offers are exempted by federal regulations from this requirement. Such payment usage shall be reported on forms and in conformance with procedures approved by the county board's committee on finance, ~~personnel~~ and audit. "Personal use" shall be all mileage not eligible for reimbursement under the county's automobile mileage allowance rules, as defined in section 5.05 of this Code of General Ordinances. Personal use of a county vehicle shall be defined as the use of the vehicle between the employe's home and his/her work location. Any other such use is prohibited.

56.30. - Professional services.

(2) *Policy.*

(c) *Fiscal constraint statement.* Notwithstanding any other provisions of section 56.30, during a period of fiscal constraint the county board may, by resolution, adopt a procedure which requires committee on finance, ~~personnel~~ and audit review and county board approval of all professional services expenditures prior to execution of said contracts.

(a) *Professional services—Capital improvements.* The following conditions shall apply to all capital projects.

(1) During its annual budget process, departments shall provide a list to the county board of which capital projects contained in the recommended budget are intended to require the assistance of a professional services consultant. Departments are authorized to enter into contractual services or professional services agreements as may be required for specific capital improvement projects which have been approved by the county board through the budget process. Expenditures shall only be for those projects and professional services specifically identified in the budget write-up reviewed by the committee on finance, ~~personnel~~ and audit during the budget review process and approved by the county board, or for those projects approved by action of the county board. The budget write-up shall contain specific information as to the scope of the project, professional services required and estimated cost of the professional services work to be performed. The appropriate department of transportation or the department of administrative services shall provide in February of each year to the committee on finance, ~~personnel~~ and audit and the committee on transportation, public works and transit an updated report on public works capital projects requiring the use of a professional services contract. Any professional services work costing more than twenty thousand dollars

1328 (\$20,000.00) which is not identified in the February report shall require
1329 county board approval.

1330

1331 (8) *Comptroller responsibility.*

1332 (a) The comptroller shall, on a monthly basis, summarize the reports received from
1333 department administrators concerning professional services contracts and send
1334 one (1) copy to the committee on finance, ~~personnel~~ and audit and one (1) copy
1335 to the county executive and one (1) copy to CDBP.

1336

1337 (b) The comptroller shall deny payment for any payment request for professional
1338 services submitted by a contractor to an administrator if all conditions of this
1339 chapter have not been met. The comptroller shall report such denials and the
1340 reason for denial to the committee on finance, ~~personnel~~ and audit along with
1341 the monthly report. In such cases, the administrator may appeal the decision to
1342 the committee on finance, ~~personnel~~ and audit.

1343

1344 **SECTION 10.** The specified sections of Chapter 73 of the Milwaukee County Code of
1345 General Ordinances are hereby amended as follows:

1346

1347 **73.09. - Powers, duties.**

1348

The powers and duties of the commission shall be as follows:

1350 (8) The commission shall have the power to receive funds from both public and
1351 private sources and to disburse the same for programs relating to handicapped
1352 and disabled persons, subject to approval of the committee on finance,
1353 ~~personnel~~ and audit of the county board.

1354

1355 **73.12. - Expenditures of local, state or federal monies.**

1356

1357 (1) All recommendations of the commission which would require the
1358 expenditure of local or substitute donor monies or of state or federal monies
1359 must be submitted initially to the committee on health and human needs for
1360 appropriate review and recommendation. No expenditure of local monies,
1361 substitute donor monies, or of state or federal monies shall take effect until
1362 approved by resolution of the county board after considering the
1363 recommendation thereon by the committee on health and human needs as
1364 well as the committee on finance, ~~personnel~~ and audit, nor until the county
1365 board has fixed a date for the commencement and maximum duration, not to
1366 exceed one (1) year, of said expenditure. The county board, by resolution,
1367 may authorize the commission to contract in its own name for care or services
1368 for handicapped and disabled persons with an appropriate nongovernmental
1369 agency, provided that all such contracts shall be reduced to writing and shall
1370 comply with the applicable provisions of the Code relative to purchase of care
1371 and service by the county.

1372

1373 **SECTION 11.** The specified sections of Chapter 79 of the Milwaukee County Code of
1374 General Ordinances are hereby amended as follows:

1375
1376 79.02. - Responsibilities of the director.

1377
1378 The director of labor relations shall be responsible for:

1379
1380 (1) The negotiation of all collective bargaining agreements with
1381 certified bargaining representatives of the employees of the county
1382 conducted along policy lines established by the committee on ~~finance,~~
1383 ~~personnel and audit~~ pursuant to chapter 80. The director of labor
1384 relations shall not agree, on behalf of the county, to any terms or
1385 provisions of a negotiated contract without prior direction and approval
1386 from the committee. Prior to drafting any tentative contract, the director
1387 of labor relations shall provide the director of human resources and the
1388 director of employee benefits with a copy of the terms of the proposed
1389 agreement for review relative to administration of said proposal and
1390 shall provide the director of administrative services, fiscal and budget
1391 administrator and controller with a copy of the terms of the proposed
1392 agreement for preparation of a fiscal note relative to the proposed
1393 agreement. Such fiscal note shall include, at minimum, all assumptions
1394 used in developing the fiscal note including actuarial assumptions
1395 where appropriate, calculations, estimates, one-time costs and savings,
1396 ongoing costs and savings, annual incremental costs as well as
1397 cumulative costs and shall otherwise be prepared in accordance with
1398 established fiscal note policies and procedures. Subsequent to
1399 preparation of the fiscal note - and prior to the drafting of the tentative
1400 contract - a copy of the fiscal note shall be provided to the director of
1401 audits and county board staff for review.

1402
1403 79.03. - Referral of labor relations matters.

1404
1405 All matters relating to labor relations introduced in the county board
1406 shall be referred to the department of labor relations for its recommendation,
1407 as well as to other departments to which reference is required by other
1408 provisions of the Code. The recommendation of the department of labor
1409 relations on such matters shall be submitted to the committee on ~~finance,~~
1410 ~~personnel and audit~~ which shall submit its action thereon to the county board
1411 as the report of the committee.

1412
1413 79.04. - Submission procedures.

1414
1415 In order to maintain the integrity of the collective bargaining process,
1416 requests for information from or action by the department of labor relations,
1417 from any individual supervisor or any committee of the county board, shall be
1418 submitted to the committee on ~~finance,~~ ~~personnel and audit~~ for reference to

1419 the department. Departmental liaison with the county board shall be
1420 maintained by the committee.

1421
1422 79.05. - Departmental cooperation.

1423 In order to accomplish the purposes of this chapter, all departments in
1424 county government shall cooperate fully with the department of labor relations
1425 and its director in all areas of responsibility set forth herein. The county
1426 executive or his/her designee shall be permitted to attend all closed sessions
1427 of the committee on ~~finance, personnel and audit~~ of the county board when
1428 the subject of such closed session is the negotiation and/or the administration
1429 of proposed or existing collective bargaining agreements.

1430
1431 **SECTION 12.** The specified sections of Chapter 80 of the Milwaukee County Code of
1432 General Ordinances are hereby amended as follows:

1433
1434 **80.01. - Function of the committee on ~~finance, personnel and audit~~.**

1435
1436 In addition to the duties prescribed in section 1.11(c)(1), the committee
1437 on ~~finance, personnel and audit~~ shall have charge of all matters arising under
1438 ch. 111, Wis. Stats.

1439
1440 **80.02. - Election, certification and decertification.**

1441
1442 The committee on ~~finance, personnel and audit~~ shall direct the conduct
1443 on behalf of the county of all proceedings ordered by the state employment
1444 relations commission relative to the election, certification and decertification of
1445 collective bargaining units, including proceedings for the determination of the
1446 number of employees, type of bargaining unit and eligibility of employees in the
1447 classified service, to participate in such elections.

1448
1449 **80.03. - Collective bargaining.**

1450
1451 Collective bargaining with certified bargaining units shall be carried on
1452 by the committee on ~~finance, personnel and audit~~ which shall adopt, and
1453 thereafter may amend, rules and procedures governing the conduct of such
1454 bargaining not in conflict with section 1.13(c) of the Code. Department heads
1455 and supervisory personnel shall not distribute to employees under their
1456 supervision any written communication bearing upon the subject matter or
1457 program of such collective bargaining or other employment relations matters,
1458 unless such communication shall have the prior approval of the corporation
1459 counsel.

1460
1461 **80.04. - Agreements.**

1462
1463 (1) The agreements reached at the conclusion of such collective bargaining, shall be
1464 reduced to writing in the form of a proposed ordinance or resolution by the

1465 committee on ~~finance, personnel and audit~~ which shall consider the fiscal impacts of
1466 the proposed ordinance or resolution and forward it with a positive or negative
1467 recommendation to the county board for its approval or rejection. Prior to its
1468 consideration, the committee on ~~finance, personnel and audit~~ shall be provided with
1469 any and all relevant information prepared by pension board actuaries, human
1470 resources, labor relations and department of administration staff and other relevant
1471 individuals regarding the immediate and long-term fiscal impacts associated with
1472 each agreement.

- 1473
- 1474 (2) A collateral agreement to an existing memorandum of agreement may be executed
1475 under the signature of the director of labor relations if:
- 1476 (a) The collateral agreement is necessary to address an emergency situation that
1477 poses an imminent threat to the health and/or welfare of an employee or the
1478 public; or
 - 1479 (b) The execution of the collateral agreement will prevent or resolve an employee
1480 grievance, provided the agreement has a fiscal impact within existing budget
1481 allocations as determined by the Department of Administrative Services - Fiscal
1482 Affairs Division; or
 - 1483 (c) The director is so instructed in writing by the committee on ~~finance, personnel~~
1484 ~~and audit~~.

1485

1486 All collateral agreements executed under this subsection shall be reported to the
1487 committee on ~~finance, personnel and audit~~ on a quarterly basis.

- 1488
- 1489 (3) Any proposed collateral agreement that meets any of the following conditions must
1490 be submitted for approval in the form of a resolution or ordinance to the committee
1491 on ~~finance, personnel and audit~~:
- 1492 (a) The proposed collateral agreement pertains to employees in two (2) or more
1493 county departments; or
 - 1494 (b) The proposed collateral agreement would result in an expenditure beyond
1495 existing departmental allocations.

1496

1497 **80.07. - Employees excluded from recognized bargaining units.**

1498

1499 The committee on ~~finance, personnel and audit~~, civil service
1500 commission and the department of labor relations shall review the wages,
1501 hours and conditions of employment of all employes not represented by
1502 recognized employe organizations annually and submit their
1503 recommendations to the county board each year for the following year.

1504

1505 **SECTION 13.** The specified sections of Chapter 201 of the Milwaukee County Code of
1506 General Ordinances are hereby amended as follows:

1507

1508 **3.1. - County contributions.**

1509

- 1510 (1) *Budget year contributions.* The pension board shall furnish to the county executive,
 1511 prior to June 1 of each year:
- 1512 (a) An estimated budget contribution required by the county, including contributions
 1513 required under section 3.3, to pay the following year's cost and to amortize the
 1514 amount of unfunded obligation of the county over such period of years as
 1515 determined from time to time by the county board (e.g., in 1984, estimate the
 1516 cost to be incurred in 1985, which will be payable in 1986); and
 1517
- 1518 (b) The established actuarial assumptions supporting said required amount. The
 1519 county executive shall submit an informational report to the committees on
 1520 finance and audit, and personnel ~~and audit~~, for consideration during the June
 1521 committee cycle, providing for an estimated contribution amount for the next
 1522 year's budget and shall include this pension contribution amount in the
 1523 executive budget as transmitted to the county board. The final amount
 1524 appropriated in the adopted budget by the county board shall be the estimated
 1525 contribution to be expensed in the budget year, but paid to the system in the
 1526 next following budget year (e.g., in 1984, an estimate will be made for the
 1527 amount to be expensed in 1985 but paid in 1986).
 1528
- 1529 (2) *Current year contribution.* The pension board shall furnish to the committees on
 1530 finance and audit, and personnel ~~and audit~~ of the county board, annually, in time for
 1531 the first county board committee cycle after the summer recess, a statement of the
 1532 actual contribution required for the current year compared with the amount provided
 1533 in the budget. The amount appropriated in the adopted budget shall be paid to the
 1534 system, regardless of whether such amount is more or less than the actual amount
 1535 required for that year, as determined by the final calculations prepared by the
 1536 actuary retained by the system. Any overpayment or shortfall in the amount actually
 1537 provided to the system for a given year shall be amortized over a five-year period,
 1538 commencing with the contribution estimate prepared by the system's actuary for
 1539 inclusion in the budget for the following year.
 1540

1541 **SECTION 14.** The specified sections of Chapter 203 of the Milwaukee County Code of
 1542 General Ordinances are hereby amended as follows:

1543
 1544 **3.1 - Budget year contribution.**

- 1545 The board shall furnish to the county executive, prior to June 1 of each year:
- 1546 (a) An estimated budget contribution required by the county, including contributions
 1547 required under section 3.3, to pay the following year's cost and to amortize the
 1548 amount of unfunded obligation of the county over such period of years as
 1549 determined from time to time by the county board (e.g., in 1992, estimate the
 1550 cost to be incurred in 1993, which will be payable in 1994); and
 1551
- 1552 (b) The established actuarial assumptions supporting the required amount
 1553 determined under paragraph (a). The county executive shall submit an
 1554 informational report to the committees on finance and audit, and personnel ~~and~~
 1555

1556 ~~audit~~ for consideration during the June committee cycle, providing for an
1557 estimated contribution amount for the next year's budget and shall include this
1558 pension contribution amount in the executive budget as transmitted to the
1559 county board. The final amount appropriated in the adopted budget by the
1560 county board shall be the estimated contribution to be expensed in the budget
1561 year, but paid to the system in the next following budget year (e.g., in 1992, an
1562 estimate will be made in the amount to be expensed in 1993 but paid in 1994).
1563

1564 **3.2. - Current year contribution.**

1565 The board shall furnish to the committees on finance and audit, and personnel and
1566 ~~audit~~ of the county board, annually (beginning in June of 1992), in time for the first
1567 county board committee cycle after the summer recess, a statement of the actual
1568 contribution required for the current year compared with that amount, if any, provided in
1569 the budget. Any necessary corrections or adjustments may be addressed by the
1570 committees at that time. In order to meet the requirements of this chapter, the county
1571 board is authorized to levy a tax, annually, which tax shall be in addition to all other
1572 taxes such county board has been authorized to levy upon all taxable property, real and
1573 personal. Such tax shall be levied and collected at the same time and in the same
1574 manner as other county taxes are levied and collected according to the law.
1575

1576 **SECTION 15.**

1577 The provisions of this Ordinance shall become effective upon passage and publication.
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**Adopted by the Milwaukee County Board of Supervisors
May 26, 2016**