

COUNTY OF MILWAUKEE
Department of Transportation
INTER-OFFICE COMMUNICATION

DATE: November 13, 2019
TO: Theodore Lipscomb, Sr., Chairman
Milwaukee County Board of Supervisors
FROM: Donna Brown-Martin, Director, Department of Transportation
SUBJECT: From the Department of Transportation – Division of Fleet Management,
requesting authorization to create an unfunded position of Lead
Mechanic

ISSUE

The Director of the Department of Transportation is requesting creation of 0.5 FTE position of Lead Mechanic. The Lead Mechanic position existed prior to 2018 as an unfunded position in Fleet Management until it was abolished per a policy directive included in the 2018 Adopted Budget for Milwaukee County.

During the winter season, from mid-November through March, Fleet Management operates a third shift that repairs and maintains Highway Maintenance's snow plow and other winter related equipment for 24-hour service. A fleet mechanic is temporarily assigned to the Lead Mechanic position for the duration of the winter season to oversee the third shift operation. When the winter season is over, the fleet mechanic returns to their permanent position on either first or second shift. Without this position, Fleet Management is unable to assign a mechanic to the lead position and compensate them for performing lead duties.

This position action will have a zero tax levy impact.

RECOMMENDATION

The Director of the Department of Transportation recommends the Milwaukee County Board of Supervisors authorize the following action:

Position Title	Action	Job Code	FTE	Pay Grade
Lead Mechanic	Create	Previous code - 00027623	0.5	25

Approved by:



Donna Brown-Martin
Director, Department of Transportation

cc: Dean Legler, Compensation Director, Human Resources
Joshua Scott, Budget and Management Analyst, DAS-PSB
Dan Goeden, Director, Fleet Management