

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: 8/8/2024

To: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

From: Amos Morris, Executive Zoo Director

Subject: From the Executive Zoo Director requesting approval to create 1.0 FTE Maintenance Supervisor and abolish 1.0 FTE Zoo Maintenance Worker

File Type: Action Report

REQUEST

The Executive Zoo Director is requesting to abolish one position of Zoo Maintenance Worker and create one position of Maintenance Supervisor to provide additional supervisory capacity to increase efficiency and operational quality and quantity for the Zoo Maintenance section of the Facilities Division, a seven-day-a-week and on-call as-needed operation, and to better work-life balance.

POLICY

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| Wisconsin State Statutes: | Chapter 59.17 |
| Milwaukee County Code of General Ordinances: | Chapter 17.05(1) |
| Specific Adopted Capital Project: | 2024 Adopted Budget |

BACKGROUND

The 2024 Budget includes one Mechanical Services Manager who oversees a seven-day-a-week operation leading six positions of Zoo Maintenance Worker, one Assistant Maintenance Worker, positions of Electric Mechanic and Plumber Permits, and one Steamfitter Temperature Control position. The Mechanical Services Manager also oversees the Environmental Services (EVS) section which has 12 employees. The Mechanical Maintenance Manager regularly works weekends or holidays and is on call frequently.

Zoo facility support requires staffing 365 days per year and multiple shifts for Zoo events. The responsibilities of this section include mechanical and preventative maintenance programs for equipment, ventilation, air-conditioning, heating systems, electrical and plumbing repairs, and housekeeping. There are 48 buildings requiring heating, ventilation, and air-conditioning and an additional 81 buildings to maintain. The majority of the heating and air-conditioning systems provide life support systems for over 2,000 specimens.

Creating a new position of Maintenance Supervisor will assist with day-to-day

supervisory coverage seven days a week providing a better work-life balance for the Mechanical Services Manager to avoid burnout and provide the ability to not always be on-call after regular business hours to handle emergencies and other necessary building maintenance needs. This will also allow for more time for the manager to research best practices in operating systems that support Zoo animals and expand on preventative maintenance programs.

ALIGNMENT TO STRATEGIC PLAN

Describe how the item aligns with the objectives in the [strategic plan](#):

- 1C: Increase the number of County contracts awarded to minority and women-owned businesses: The Maintenance Section of the Facilities Division oversees the time and material contracts for the Zoo. The Zoo has a goal of awarding 65% of these contracts to Targeted Business Enterprises (TBE) and with additional supervisory coverage, more emphasis can be placed in this area.
- 3A: Invest “upstream” to address root causes of health disparities: With additional supervisory coverage, the Mechanical Services Manager will have a better work-life balance, and the constant stress of being on-call will be reduced which will keep the employee healthy, both physically and mentally. The position will also provide better support for the staff with seven-day-a-week supervisory coverage.
- 3B: Enhance the County’s fiscal health and sustainability: Creating the Maintenance Supervisor position will provide a healthier working environment for the Mechanical Services Manager and the Maintenance staff and increase efficiency and operational quality and quantity for the Zoo Maintenance section of the Facilities Division.

FISCAL EFFECT

The salary range including social security to create one Maintenance Supervisor is \$60,958 to \$70,961 annually. This is offset by eliminating one vacant Maintenance Worker position for a savings of \$52,588. Depending on the starting wage, the remaining cost will be absorbed within the Facilities Division by eliminating seasonal Zoo Worker hours. There is a zero net tax levy impact with this action in the 2025 Budget. For 2024, the cost is minimal and will be absorbed within the Zoo’s budget.

TERMS

This action is requested to take effect in pay period 22 beginning on October 13, 2024.

VIRTUAL MEETING INVITES

1. Amos Morris, Executive Zoo Director Amos.Morris@milwaukeecountywi.gov
2. Vera Westphal, Deputy Zoo Director Vera.Westphal@milwaukeecountywi.gov
3. Matthew Hasemann, Director of Facilities
Matthew.Hasemann@milwaukeecountywi.gov

PREPARED BY:

Vera Westphal, Deputy Zoo Director

APPROVED BY:

Amos Morris, Executive Zoo Director *Amos D Morris, Jr.*

ATTACHMENTS:

Resolution, Fiscal Note, DHR Report, JEQ, OSBP Report

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk
David Crowley, County Executive
Mary Jo Meyers, Chief of Staff, County Executive
Margo Franklin, Chief Human Resources Officer
Tony Maze, Director of Total Rewards
Christine Carlson, HR Compensation Manager
Vera Westphal, Deputy Zoo Director
Matthew Hasemann, Director of Facilities, Zoo
Steve Cady, Research and Policy Director, Office of Comptroller
Joe Lamers, Director, Office of Strategy, Budget and Performance (SBP)
Anthony Rux, Budget and Management Analyst
Mary Polaris, HR Business Partner