

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : January 14, 2013
To : Committee on Finance, Personnel & Audit
FROM : Rick Ceschin, Deputy Director of Human Resources *RC*
SUBJECT : **Informational Report for 01/31/2013**
Finance, Personnel & Audit Committee Meeting

Attached are a series of informational reports listing various personnel transactions that the Director of Human Resources intends to approve for implementation.

These reports (*reclassifications, advancements within the pay range, reallocations, and revisions to Executive Compensation Plan [ECP]*) are provided in accordance with the provisions of Chapter 17 and may be included on the agenda of the January 31, 2013 Finance, Personnel & Audit Committee Meeting for informational purposes.

In the event the Finance, Personnel & Audit Committee takes no action, the transactions noted on the reports will be implemented.

RC:jam

Copy: HR Managers

RECLASSIFICATION REPORT
Finance, Personnel & Audit Committee: January 2013

In accordance with the provisions of 17.05 of the Milwaukee County General Ordinances, the Director of Human Resources intends to reclassify the position noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with this action.

Requestor	Org	Number of Positions	Current Classification	Current Pay Grade	Proposed Classification	Proposed Pay Grade	Pay Rate Steps	Pay Rates (Hrly)	Annual Pay Rate	Justification
DA's Office	4500	2	Investigator Dist Atty	22DM	Deputy Chief Investigator	36M	01	\$36.1423	\$75,175.98	Change in Duties
							02	\$37.8038	\$78,631.90	
							03	\$39.4385	\$82,032.08	
							04	\$41.1010	\$85,490.08	
							05	\$42.7638	\$88,948.70	

* Change in Duties has to reflect a weight of 25% or more.

RECLASS
DAS FISCAL FORM
1/14/2013

REALLOCATION DAS FISCAL FORM

Department: District Attorney
Date of Reallocation Request: 12/21/2012
Date of anticipated reallocationsclasses: 2/7/2013


Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2012 total	Annual Total
EXISTING POSITION(S)*:															
1	4500	4501	00086150	Chief Investigator	23DM	5	1	1.0	31.7356	2,539	194	974	21	77,844	96,378
2	4500	4501	00086100	Investigator District Attorney	22DM	5	9	9.0	28.8337	2,307	176	938	21	646,555	800,497
													SUBTOTAL:	724,399	896,875
RECLASS POSITION(S)*:															
1	4500	4501	00086150	Chief Investigator	38M	1	1	1.0	39.4385	3,155	241	1,069	21	93,782	116,111
2	4500	4501	00086100	Investigator District Attorney	32M	1	9	9.0	30.3527	2,428	186	957	21	674,842	835,518
													SUBTOTAL:	768,623	951,629
													TOTAL COST:	44,224	54,754

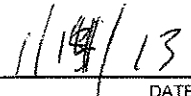
* Pension Fixed Rate for 2013 = 15.51% of salary

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASS: Yes

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATIONS? Yes

COMMENT/NARRATIVE (optional): Reallocation is requested for recruitment purposes


FISCAL AND BUDGET ADMINISTRATOR


DATE

**ADVANCEMENT WITHIN THE PAY RANGE REPORT
Finance, Personnel & Audit Committee: January 2013**

In accordance with the provisions of 17.10 of the County General Ordinances, the Director of Human Resources intends to approve the

~Currently, There are NO "Advancements within the Pay Range" to Report for January 2013~

**Reallocation Report
Finance, Personnel & Audit Committee Meeting
January 2013**

In accordance with the provisions of 17.055 of the County General Ordinances, the Director of Human Resources intends to reallocate the positions noted below.
The Department of Administration has verified that funds are available within the adopted budget.

DEPT	TITLE CODE	NO. OF POSITIONS	CURRENT CLASSIFICATION	CURRENT PAY RANGE	STEPS	CURRENT PAY RATE	RECOMMENDED PAY RANGE	STEPS	RECOMMENDED PAY RATE	PAY STEP	NEW PAY RATE	CURR YEAR DIFF	SUB YEAR DIFF	MAX YEAR DIFF	REASON
4500 - DA Office	00086150	1	Chief Investigator	23DM	01	\$ 28.4656	38M	01	\$ 39.4385	TBD	\$0	\$0	\$0	\$0	*Change in Duties
					02	\$ 29.2560		02	\$ 41.1010						
					03	\$ 30.0246		03	\$ 42.7638						
					04	\$ 30.7502		04	\$ 44.9601						
					05	\$ 31.7356		05	\$ 47.7234						
4500 - DA Office	00086100	9	Investigator Dist Atty	22DM	01	\$ 25.4447	32M	01	\$ 30.3527	TBD	\$0	\$0	\$0	\$0	*Change in Duties
					02	\$ 25.9211		02	\$ 31.7185						
					03	\$ 26.8956		03	\$ 33.1122						
					04	\$ 27.8592		04	\$ 34.4813						
					05	\$ 28.8337		05	\$ 36.1423						

* Being submitted outside of the Job Analysis Project based on critical need; retention.

RECLASS
DAS FISCAL FORM
1/14/2013

RECLASSIFICATION DAS FISCAL FORM

Department: District Attorney
Date of Reclass Request: 12/21/2012
Date of anticipated reclasses: 2/7/2013

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2013 total	Annual Total
EXISTING POSITION(S)*:															
1	4500	4501	000086100	Investigator-District Attorney	22DM	5	2	2.0	28.8337	2,307	176	938	21.0	143,679	177,888
													SUBTOTAL:	143,679	177,888
RECLASS POSITION(S)*:															
1	4500	4501	TBD	Deputy Chief Investigator	36M	1	2	2.0	36.1423	2,891	221	987	21.0	172,201	213,201
													SUBTOTAL:	172,201	213,201
													TOTAL COST:	28,522	35,313


*Pension Fixed Rate for 2013 = 15.51% of salary

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASS:

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATIONS?

Yes

COMMENT/NARRATIVE (optional): Both positions have additional and higher level responsibilities.


FISCAL AND BUDGET ADMINISTRATOR

1/14/13
DATE

REVISIONS TO Executive Compensation Plan (ECP) REPORT
Finance, Personnel & Audit Committee Meeting
January 31, 2013

Currently, there are no "Revisions to ECP" to report.