

**County of Milwaukee  
INTEROFFICE COMMUNICATION**

**DATE:** June 20, 2019

**TO:** Theodore Lipscomb Sr., Chairman, Milwaukee County Board of Supervisors

**FROM:** Margo J Franklin, Employee Relations Director, Department of Human Resources

**SUBJECT:** From the Department of Human Resources, Division of Employee Relations, requesting authorization to abolish one (1.0) FTE Human Resources Business Partner and create one (1.0) FTE Human Resources Manager

**Issue:**

The Employee Relations Director, from the Department of Human Resources, is requesting authorization to abolish one (1.0) FTE Human Resources Business Partner (Job Code 00076637 Pay Grade 32M) position and to create one (1.0) FTE Human Resources Manager (Job Code TBD Pay Grade 35M) position in the Division of Employee Relations. The new position will allow the Employee Relations division the opportunity to increase accountability and oversight of the business partners and managing assistants that provide day to day support to the 24 unique business lines of Milwaukee County. This position is critical to the continuous improvement of services provided by the Department of Human Resources. For example, there is no capacity in Human Resources to support the employee complaint and or discipline process. This position will fill this void in services provided by employee relations. The position must be a manager position, to give it the authority and decision making needed to support departments in resolving personnel matters before they escalate to the Employee Relations Director and ultimately Personnel Review Board.

**Background:**

The Department of Human Resources, the Division of Employee Relations is committed to ensuring a productive work environment and effective workplace relationships. We provide consultation on performance management, offer developmental tools and resources, address workplace concerns and connect employees to HR services. These workplace enhancement activities assist Milwaukee County in achieving a productive and results-oriented culture.

To strengthen our strategic human resources support to Milwaukee County, the Division of Employee Relations is being restructured. The previous organizational structure was completely flat. By restructuring the division, we can foster a more collective and collaborative approach to providing employee and labor relations support to all departments. The Human Resources Manager will manage and lead Human Resources Business Partners and Human Resources

Management Assistants. Further, the new hierarchy will create a career path to leadership for human resources employees interested in building a career with Milwaukee County allowing us to attract and retain top talent.

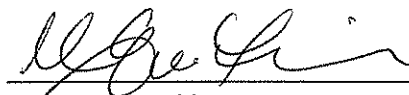
In order to provide an appropriate level of management support for all departments throughout Milwaukee County, it is requested this Human Resources Business Partner position be abolished to create the Human Resources Manager position. The Department of Human Resources will use its DOSAA allocation for the increased cost of the position.

**Recommendation:**

Division of Employee Relations recommends the County Board authorize the Employee Relations Director to implement the following action:

| Position Description             | Job Code         | Position Number  | FTE | Pay Grade |
|----------------------------------|------------------|------------------|-----|-----------|
| Human Resources Business Partner | 00076637         | 000008           | 1.0 | 32M       |
|                                  |                  |                  |     |           |
| Human Resources Manager          | To be determined | To be determined | 1.0 | 35M       |

Respectfully Submitted:

  
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Margo J Franklin,  
Employee Relations Director

cc:

- Julie Landry, Chief Human Resources Officer, Human Resources
- Dean Legler, Compensation Director, Human Resources
- Raisa Koltun, Chief of Staff, Office of the County Executive
- Joe Lamers, Director, Office of Performance, Strategy and Budget, DAS
- Dan Laurila, Operating Budget Manager, DAS-PSB
- Steve Cady, Research and Policy Director, Office of the Comptroller
- Supervisor James "Luigi" Schmitt, Chairman, Committee on Finance and Audit
- Supervisor Eddie Cullen, Chairman, Committee on Personnel
- Finance & Audit Committee Members
- Personnel Committee Members