

1 Supervisor James “Luigi” Schmitt, Chairperson,
2 From the Committee on Personnel, reporting on:

3
4 File No. 16-555

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6 (ITEM) A resolution by Supervisors Lipscomb, Sr., and Schmitt, to increase the
7 compensation for positions identified by the Department of Human Resources to be
8 below market minimums, by recommending adoption of the following:

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10 **A RESOLUTION**

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12 WHEREAS, the 2016 Adopted Budget placed \$1,538,244 into an allocated
13 contingency account within Org. Unit 1972-Wages and Benefits Modification that were
14 earmarked to raise the rate of pay for employees holding specific positions identified by
15 the Department of Human Resources (DHR) as earning less than the recommended
16 minimum pay for that position; and

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18 WHEREAS, the 2016 Adopted Budget stated that the “designated positions shall
19 be advanced in the wage ‘step’ pay grade system to a rate at or above the new
20 minimum salary amount unless a new compensation plan structure is approved prior to
21 that time”; and

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23 WHEREAS, the 2016 Adopted Budget requested that the Chief Human
24 Resources Officer, DHR, and the Milwaukee County Comptroller (Comptroller) provide
25 a report to the Milwaukee County Board of Supervisors (County Board) outlining the
26 specific positions that are affected, including the fiscal impact, for potential
27 implementation early in 2016; and

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29 WHEREAS, in January 2016, the then Committee on Finance, Personnel, and
30 Audit reviewed a report from the Chief Human Resources Officer, DHR, and the
31 Comptroller outlining the cost of moving positions to the market minimums within the
32 existing compensation plan structure (i.e. “step” system) and recommended that
33 implementation be delayed until a new compensation system is approved
34 (File No. 16-77); and

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36 WHEREAS, the Committee on Personnel, at its meeting of July 2016, requested
37 that DHR and the Comptroller update their earlier report of moving specific positions to
38 market minimums within the current compensation plan structure, as the new
39 compensation plan had not yet been approved; and

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41 WHEREAS, the Director of Compensation and Human Resource Information
42 Systems (HRIS), DHR issued a report dated August 8, 2016, affirming the
43 Compensation Workgroup and DHR support increasing the pay of approximately 514
44 employees to the market minimum pay in conjunction with the implementation of the
45 new compensation plan; and

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47 WHEREAS, in a separate memo from the Comptroller dated August 26, 2016,
48 three separate options are outlined to increase the pay of the affected employees to the
49 market minimums recommended by DHR:

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- 51 1) Move affected employees to the next step in their pay range that is higher than
- 52 the market minimum pay
- 53 2) Implement the proposed new compensation system
- 54 3) Reallocate current pay grades with only one position type

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58 WHEREAS, the most costly option (\$1,342,168 annualized) is to move
59 employees to an existing step in their current pay range that is higher than the proposed
60 market minimum, while reallocating current pay grades with only one position type
61 (some pay grades are used by more than one job title where the market minimum pay
62 may not need to be adjusted for all of the classifications) would reduce the annualized
63 net cost to \$1,115,442; and

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65 WHEREAS, reallocating the 11 pay grades for positions that need to be adjusted
66 to new market minimums that are not shared with other classifications would address
67 approximately 384 of the 511¹ employees that are recommended for higher minimum
68 pay, while allowing the remaining 127 employees to simply be advanced to the next
69 highest step in their existing pay range that is above the proposed minimum pay; and

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71 WHEREAS, subsequent to the release of the two reports, DHR and Comptroller's
72 staff concluded that another option existed that treated all of the 511 employees equally;
73 create new pay grades for the 127 employees that share a pay grade with a job
74 classification that does not need the minimum pay adjusted, so as to not give larger
75 increases than required simply due to the constraints of the assigned pay grade; and

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77 WHEREAS, the County Board is required to approve pay grades for County
78 employees and supports raising the minimum pay for employees in the pay grades
79 identified by DHR, funding for which has been appropriated in the 2016 Adopted
80 Budget; and

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82 WHEREAS, the Committee on Personnel, at its meeting of September 9, 2016,
83 recommended adoption of this resolution (vote 4-0); now, therefore,

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¹ The number of employees affected fluctuates each pay period due to staff turnover. For the purposes of this resolution, it is assumed that there are approximately 514 employees where the pay grade needs to be adjusted to meet the mark minimum pay recommended by Human Resources. If the pay grades are adjusted to raise the starting pay, all employees in the pay grade that are below the new minimum pay will be impacted.

85 BE IT RESOLVED, the Milwaukee County Board of Supervisors (County Board)
 86 hereby approves changes to the following pay grades, as detailed in the attachment to
 87 this file, to adjust the compensation for positions identified by the Department of Human
 88 Resources (DHR) to be below market minimums:

89	<u>Current Title</u>	<u>Current Pay Grade</u>	<u>New Pay Grade</u>
90	Adm Asst NR Exempt	06PM – NR	06Z1
91	Airport Mtce Wkr	15KZ – DC	15Z1
92	Airport Mtce Wkr Asst	10Z – DC	10Z1
93	Airport Mtce Wkr IC	15KZ – DC	15Z3
94	Analyst Witness Protection	19L – DC	19Z3
95	Asst Sen Crimes Vit Adv	16A – DC	16Z1
96	Clerical Asst 1	03P – DC	03Z1
97	Clerical Asst 2	04P – DC	04Z1
98	Corr Officer 1	14Z – DC	14Z1
99	Corr Officer 1 DOT	14Z – DC	14Z1
100	Corr Officer 1 Sheriff	14Z – DC	14Z1
101	Deputy Clerk Crt Jud Asst	19Z – DC	19Z1
102	Disabilities Benefits Spec	13 – DC	13Z1
103	Engineer	32A – TC	32Z1
104	Engrng Tech Surveyor	30A – TC	30Z1
105	Executive Assistant Aging	06PM – NR	06Z1
106	Facilities Grounds Worker 2	12F – DC	12Z1
107	Facilities Wrkr Secur	07G – DC	07Z1
108	Fiscal Asst 1	03P – DC	03Z1
109	Fiscal Asst 2	04P – DC	04Z1
110	Guest Services Supv	16M – NR	16Z2
111	Heritage Farm Attdt	09ZB – DC	09Z1
112	Horticulturist 1	15P – DC	15Z1
113	Housing Prog Asst Rent Asst -	16Z – DC	16Z3
114	Human Ser Wkr – Juvenile Justice	16C – DC	16Z4
115	Human Resource Analyst 3	17JM – NR	17Z1
116	Human Ser Wkr	16C – DC	16Z4
117	Human Services Worker - Aging	16C – DC	16Z4
118	Info and Outreach Coor Ag -	23 – DC	23Z1
119	Juvenile Corr Offic	14Z – DC	14Z1
120	Legal Cnsl - Child Supp 1	34Z – AT	34Z1
121	Legal Secretary	05P – DC	06Z1
122	Manager Proj EconDev	30M – NR	30Z2
123	Mgmt Asst – DA	06PM – NR	06Z2
124	Natural Resources Tech – Parks	15Z – DC	15Z2
125	Network Tech Spec DA	18 – DC	18Z1
126	Office Supp Asst 2	02P – DC	02Z1
127	Paralegal	19L – DC	19Z2
128	Paralegal – Exempt	19L – DC	19Z2
129	Park Artist	13 – DC	13Z2

131	Parks/Highway Maint Worker	13P – DC	13Z3
132	Quality Assurance Specialist	16C – DC	16Z5
133	RC Natural Resource Tech – Parks	15Z RC – DC	15Z2
134	Secretarial Asst	04P – DC	04Z2
135	Secretary NR	05PM – NR	06Z1
136	Senior Exec Asst DA	07PM – NR	07Z2
137	Sr. Analyst Budget and Mgmt	26M – NR	26Z1
138	Vict Wit Advocate BL Sp U	16A – DC	16Z6
139	Vict Wit Advocate U	16A – DC	16Z6

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143 BE IT FURTHER RESOLVED, the DHR and Office of the Comptroller staff shall
 144 implement the new pay grades to be effective beginning Pay Period 21, September 25,
 145 2016; and

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147 BE IT FURTHER RESOLVED, the Department of Administrative Services shall
 148 submit an appropriation transfer to the County Board to reallocate the necessary funds
 149 from Org. Unit 1972–Wages and Benefits to the affected departments as soon as
 150 practicable.

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srb

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09/09/16

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