COUNTY OF MILWAUKEE
Inter-Office Communication

Date: August 18, 2023

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

From: Donna Brown-Martin, Director, Department of Transportation
             Eduardo Santiago, Highway Director, Department of Transportation,
             Highway Maintenance Division

Subject: From the Director, Department of Transportation and Highway Director,
             Department of Transportation, Highway Maintenance Division, requesting
             to abolish 4 positions and create 4 others to suit the current and future
             needs of the Highway Maintenance Division.

File Type: Action Report

REQUEST

A request from the Milwaukee County Department of Transportation, Highway Maintenance Division requesting approval to abolish 1 FTE Electrician Position (vacant) at paygrade 5409, abolish 1 FTE Assistant Supervisor position (vacant) at paygrade 28M, abolish 1 Hourly GIS Intern position (vacant) at paygrade 01IM, abolish 1FTE Senior GIS Analyst position (vacant) at paygrade 30 and, create 1 FTE Lead Highway Maintenance Worker – Bridge Crew position at paygrade 26M, create 1 FTE GIS Analyst position at paygrade 25, create 1 FTE Highway GIS Supervisor position at paygrade 32M, and create 1 Hourly GIS Tech at paygrade 16Z3.

POLICY

Wisconsin State Statutes:	59.22
Milwaukee County Code of General Ordinance:	Chapter 1
Specific Adopted Budget:	2023

BACKGROUND

After conducting a thorough analysis of our currently vacant positions and looking at the length of time of the vacancy as well as the current and future needs for all of the positions in our Highway Division, our senior management team identified 4 currently vacant positions, which will provide the savings to fund all of the improvements to our personnel structure. The Electrician position has been vacant over 5 years and after discussing with our current electricians as well as our supervisory staff and looking at the future outlook of work, we are confident we will not have the need to fill this position. The Assistant Supervisor position was originally created 3 years ago and has never been filled. The needed assistance provided by this position will be filled by the Lead Highway Maintenance Worker – Bridge Crew, which will add a position to our career ladder, for our front-line workers to prepare themselves for supervisory roles. Lastly, our

GIS Team where all positions are currently vacant will have a supervisor, analyst and tech, to lead our city works projects, keep close inventory of our field assets/infrastructure, and play a role in accurate billing to Wisconsin DOT.

Related File No's:	Not Applicable
Associated File No's (Including Transfer Packets):	Not Applicable
Previous Action Date(s):	Not Applicable

ALIGNMENT TO STRATEGIC PLAN
3B: Enhance the County's fiscal health and sustainability

FISCAL EFFECT
No increase in budget or annual spending. The abolished position will cover the cost of the newly created positions.

Action	Title	Pay Range	Annual Salary Range
Abolish	(1) Electrician Position	5409	$70,969.60 - $91,104.00
Abolish	(1) Assistant Supervisor	28M	$64,376.00 - $74,776.00
Abolish	(1) GIS Intern	01IM	$26,977.60 - $41,288.00
Abolish	(1) Senior GIS Analyst	30	$66,955.20 - $79,955.20
Create	(1) Lead Maintenance Worker – Bridge Crew	26M	$59,467.20 - $68,307.20
Create	(1) GIS Analyst	25	$58,510.40 - $68,515.20
Create	(1) GIS Tech	16Z3	$42,619.20 - $50,856.00
Create	(1) GIS Supervisor	32M	$74,776.00 - $89,024.00

ATTACHMENTS:
RESOLUTION
FISCAL NOTE
JOB EVALUATION QUESTIONAIRES
OSBP REPORT
DHR REPORTS

VIRTUAL MEETING INVITES:
Eduardo Santiago, Highway Director, MCDOT, Highway Maintenance Division.
Julie Esch, Deputy Director, Department of Transportation
Donna Brown-Martin, Director, Department of Transportation

PREPARED BY:
Eduardo Santiago, Highway Director, MCDOT – Highway Maintenance Division.

APPROVED BY:
Donna Brown-Martin, Director, Department of Transportation

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
        Janelle M. Jensen, Legislative Services Division Manager, County Clerk