


**COUNTY OF MILWAUKEE**  
**Department of Human Resources**  
INTER-OFFICE COMMUNICATION

**DATE** : March 28, 2014

**To** : Committee on Finance, Personnel & Audit

**FROM** : Rick Ceschin, Deputy Director of Human Resources 

**SUBJECT** : **Informational Report for 04/17/2014**  
**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, appointments at an advanced step of the pay range, revisions to Executive Compensation Plan [ECP], dual employment, emergency appointment, and temporary appointment*. Also included is an informational report relative to *temporary assignments to a higher classification*, which is updated through March 24, 2014) are provided in accordance with the provisions of Chapter 17 of the County General Ordinances and may be included on the agenda of the April 17, 2014 Finance, Personnel & Audit Committee Meeting for informational purposes.

RC:jam

Copy: HR Managers

**Finance, Personnel & Audit Committee Meeting**  
**Compensation Report**  
**April 2014**

In accordance with the provisions of Chapter 17 of the Milwaukee County General Ordinances, the Director of Human Resources intends to approve for implementation.  
The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions.  
(Reclassifications, Advancements Within The Pay Range and Reallocations)  
\*Change in Duties has to reflect a weight of 25% or more.

HIGH/LOW ORG	REQUESTOR	ORDINANCE TYPE	CURRENT		NO. POSITIONS	CURRENT		RECOMMENDED		JUSTIFICATION
			TITLE / JOB CODE & POSITION #	TITLE / JOB CODE & POSITION #		PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE	
1120/1120	PRB	RECLASSIFICATION	PRB Secretary 000851100000001	PRB/Ethics Board Administrator TBD	1	30M	01 \$ 58,532.45 02 \$ 61,135.57 03 \$ 64,080.64 04 \$ 66,964.14 05 \$ 69,906.51	34M	01 \$ 69,906.51 02 \$ 72,796.88 03 \$ 76,303.55 04 \$ 79,811.47 05 \$ 83,262.61	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <i>No Incumbent</i> <b>Critical department and organizational recruitment need.</b>
1130/1131	Corporation Counsel	REALLOCATION	Legal Secretary NR 000000690000001	Legal Assistant TBD	1	05PM	01 \$ 31,732.27 02 \$ 32,851.94 03 \$ 33,972.22 04 \$ 35,091.89 05 \$ 36,212.38 06 \$ 37,331.42 07 \$ 38,451.71 08 \$ 39,571.58 09 \$ 40,691.46	20M	01 \$ 41,137.20 02 \$ 42,729.86 03 \$ 44,434.83 04 \$ 46,247.97 05 \$ 47,753.89	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <i>No Incumbent</i> <b>Critical department recruitment need.</b>
			Legal Secretary NR 000000690000002				01 \$ 31,732.27 02 \$ 32,851.94 03 \$ 33,972.22 04 \$ 35,091.89 05 \$ 36,212.38 06 \$ 37,331.42 07 \$ 38,451.71 08 \$ 39,571.58 09 \$ 40,691.46		01 \$ 41,137.20 02 \$ 42,729.86 03 \$ 44,434.83 04 \$ 46,247.97 05 \$ 47,753.89	
1140/1141	Human Resources	RECLASSIFICATION	Human Res Mgr 000766350000002	Senior Human Resources Generalist TBD	1	35M	01 \$ 72,796.88 02 \$ 76,303.55 03 \$ 79,811.47 04 \$ 83,262.61 05 \$ 86,772.40	32M	01 \$ 64,080.64 02 \$ 66,964.14 03 \$ 69,906.51 04 \$ 72,796.88 05 \$ 76,303.55	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <i>No Incumbent</i>
2000/2851	Courts	RECLASSIFICATION	Paralegal-Courts 000599150000001	Childrens Courts Coordinator TBD	1	19L	01 \$ 38,477.09 02 \$ 40,208.69 03 \$ 42,017.87 04 \$ 43,909.01 05 \$ 45,884.80 06 \$ 47,948.99 07 \$ 50,106.99 08 \$ 52,212.37	29M	01 \$ 55,872.96 02 \$ 58,532.45 03 \$ 61,135.57 04 \$ 64,080.64 05 \$ 66,964.14	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
3700/3759	Comptroller	RECLASSIFICATION	Admin Spec - Fiscal Affairs NR 000000730000004	Business Systems Specialist TBD	1	07PM	01 \$ 37,596.62 02 \$ 38,924.08 03 \$ 40,250.70 04 \$ 41,577.74 05 \$ 42,904.37 06 \$ 44,231.41 07 \$ 45,558.45 08 \$ 46,885.07 09 \$ 48,212.32	26M	01 \$ 50,960.83 02 \$ 52,766.90 03 \$ 55,155.57 04 \$ 55,872.96 05 \$ 58,532.45	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.

### Finance, Personnel & Audit Committee Meeting Compensation Report April 2014

In accordance with the provisions of Chapter 17 of the Milwaukee County General Ordinances, the Director of Human Resources intends to approve for implementation. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions.  
(Reclassifications, Advancements Within The Pay Range and Reallocations)  
\*Change in Duties has to reflect a weight of 25% or more.

HIGH/LOW ORG	REQUESTOR	ORDINANCE TYPE	CURRENT TITLE / JOB CODE & POSITION #	RECOMMENDED TITLE / JOB CODE & POSITION #	NO. POSITIONS	CURRENT		RECOMMENDED		JUSTIFICATION
						PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE	
4900/4900	Medical Examiner	REALLOCATION	Forensic Tech Supv 00054210000001	Toxicology Manger TBD	1	33M	01 \$ 68,984.14 02 \$ 69,906.51 03 \$ 72,796.88 04 \$ 76,303.55 05 \$ 79,811.47	37M	01 \$ 79,811.47 02 \$ 83,262.61 03 \$ 86,772.40 04 \$ 90,283.02 05 \$ 94,919.76	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
4900/4900	Medical Examiner	REALLOCATION	Forensic Supervisor 00054630000001	N/A	1	22M	01 \$ 44,434.83 02 \$ 46,247.97 03 \$ 47,753.89 04 \$ 49,325.12 05 \$ 51,133.79	27M	01 \$ 52,763.90 02 \$ 55,155.57 03 \$ 55,872.96 04 \$ 58,532.45 05 \$ 61,135.57	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
4900/4900	Medical Examiner	REALLOCATION	Forensic Investigatr in Charge 00064940000001	Lead Forensic Investigator TBD	1	22	01 \$ 45,318.83 02 \$ 47,168.37 03 \$ 48,704.24 04 \$ 50,306.67 05 \$ 52,212.37	27	01 \$ 53,817.09 02 \$ 56,252.77 03 \$ 58,694.06 04 \$ 61,487.92 05 \$ 64,222.29	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
4900/4900	Medical Examiner	REALLOCATION	Forensic Investigator 00064920000001-11,88	N/A	12	21	01 \$ 43,580.58 02 \$ 45,318.83 03 \$ 47,168.37 04 \$ 48,704.24 05 \$ 50,306.67	25	01 \$ 50,132.58 02 \$ 51,974.62 03 \$ 53,817.09 04 \$ 56,252.77 05 \$ 58,694.06	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
9500/9552	Zoo	RECLASSIFICATION	Clerical Spec Zoo 00001298500035	Administrative Services Coordinator TBD	1	05P	01 \$ 32,363.55 02 \$ 33,505.88 03 \$ 34,648.22 04 \$ 35,790.14 05 \$ 36,932.90 06 \$ 38,074.61 07 \$ 39,216.74 08 \$ 40,359.28 09 \$ 41,500.91	21M	01 \$ 42,771.86 02 \$ 44,434.83 03 \$ 46,247.97 04 \$ 47,753.89 05 \$ 49,325.12	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
9500/9554	Zoo	RECLASSIFICATION	Clerk Receptionist Zoo 00000190000001	Office Services Specialist TBD	1	06	01 \$ 26,533.73 02 \$ 27,474.30 03 \$ 29,118.75 04 \$ 29,860.69 05 \$ 30,765.70 06 \$ 31,537.17 07 \$ 32,381.47	16	01 \$ 37,481.39 02 \$ 38,477.09 03 \$ 39,654.58 04 \$ 40,775.28 05 \$ 41,955.89	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.

**Finance, Personnel & Audit Committee Meeting  
Compensation Report  
April 2014**

In accordance with the provisions of Chapter 17 of the Milwaukee County General Ordinances, the Director of Human Resources intends to approve for implementation.  
The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions.  
(Reclassifications, Advancements Within The Pay Range and Reallocations)  
\*Change in Duties has to reflect a weight of 25% or more.

HIGH/LOW ORG	REQUESTOR	ORDINANCE TYPE	CURRENT TITLE / JOBCODE & POSITION #	RECOMMENDED TITLE / JOBCODE & POSITION #	NO. POSITIONS	CURRENT		RECOMMENDED		JUSTIFICATION		
						PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE			
9500/9556	Zoo	RECLASSIFICATION	Fiscal Asst 2 00004041000064	Senior Cash Accounting Assistant TBD	1	04P	01	\$ 30,037.49	06P	01	\$ 35,104.99	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <i>No Incumbent</i> <b>Critical department and organizational recruitment need.</b>
							02	\$ 31,097.66		02	\$ 36,343.63	
							03	\$ 32,157.84		03	\$ 37,583.31	
							04	\$ 33,218.02		04	\$ 38,822.16	
							05	\$ 34,278.19		05	\$ 40,060.80	
							06	\$ 35,338.37		06	\$ 41,299.86	
							07	\$ 36,398.54		07	\$ 42,538.91	
							08	\$ 37,458.70		08	\$ 43,778.18	
							09	\$ 38,519.10		09	\$ 45,017.02	
							9500/9523	Zoo		RECLASSIFICATION	Asst Zoo Maint-Grds Coord 00042990000001	
02	\$ 52,766.90	02	\$ 64,080.64									
03	\$ 55,155.57	03	\$ 66,964.14									
04	\$ 55,872.96	04	\$ 69,906.51									
05	\$ 58,532.45	05	\$ 72,797.09									
9500/9523	Zoo	REALLOCATION	Horticulturist 2 00040500000001-2	Horticulturist TBD	2	18	01	\$ 39,654.58	23	01	\$ 47,168.37	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <i>No Incumbent - Position 2</i>
							02	\$ 40,775.28		02	\$ 48,704.24	
							03	\$ 41,955.89		03	\$ 50,306.67	
							04	\$ 43,580.58		04	\$ 52,212.37	
							05	\$ 45,318.83		05	\$ 54,119.31	
9500/9523	Zoo	REALLOCATION	Maintenance Supv 00020340000001	N/A	1	20M	01	\$ 41,137.20	27M	01	\$ 52,766.90	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <b>Retention Concern</b>
							02	\$ 42,729.86		02	\$ 55,155.57	
							03	\$ 44,434.83		03	\$ 55,872.96	
							04	\$ 46,247.97		04	\$ 58,532.45	
							05	\$ 47,753.89		05	\$ 61,135.57	

RECLASS  
DAS FISCAL FORM  
3/27/2014

**REALLOCATION DAS FISCAL FORM**

Department: PRB  
Date of Reallocation Request: 3/14/2014  
Date of anticipated reallocation: 4/14/2014

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate						2013 total	Annual Total	
										Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining				
EXISTING POSITION(S)*:																	
1	1120	1120	0008511	PRB Secretary	30M	01	1	1.0	28.14	2,251	172	766	19	60,602	82,930		
2																	
3																	
													SUBTOTAL:	60,602	82,930		
RECLASS POSITION(S)*:																	
1	1120	1120	TBD	PRB/Ethics Board Administrator	34M	01	1	1.0	33.61	2,689	206	812	19	70,414	96,357		
2																	
3																	
													SUBTOTAL:	70,414	96,357		
													<b>TOTAL COST:</b>	<b>9,812</b>	<b>13,427</b>		

\* Pension Fixed Rate for 2013 = 13.57% of salary (No impact on Health Insurance of this action)

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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE REALLOCATION: Yes

DOES DAS APPROVE THE ABOVE MENTIONED REALLOCATION? Yes

COMMENT/NARRATIVE (optional): Market alignment

\_\_\_\_\_  
Director Performance, Strategy and Budget



3-27-14

\_\_\_\_\_  
DATE

RECLASS  
DAS FISCAL FORM  
3/27/2014

**REALLOCATION WITHIN PAY RANGE DAS FISCAL FORM**

Department: Corporation Counsel

Date of Reallocation Request: 3/21/2014

Date of anticipated reallocation:

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate						2013 total	Annual Total
										Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining			
EXISTING POSITION(S)*:																
1	1130	1131	00000069	Legal Secretary NR	05PM	01	1	1.0	15.26	1,220	93	659	19	37,483	51,292	
2	1130	1131	00000069	Legal Secretary NR	05pm	04	1	1.0	16.87	1,350	103	672	19	40,381	55,258	
													SUBTOTAL:	77,863	106,550	
REALLOCATION POSITION(S)*:																
1	1130	1131	00000069	Legal Assistant TBD	20M	01	1	1.0	19.78	1,582	121	697	19	45,596	62,394	
2	1130	1131	00000069	Legal Assistant TBD	20M	01	1	1.0	19.78	1,582	121	697	19	45,596	62,394	
													SUBTOTAL:	91,192	124,789	
													<b>TOTAL COST:</b>	<b>13,329</b>	<b>18,239</b>	

\* Pension Fixed Rate for 2013 = 13.57% of salary (No impact on Health Insurance of this action)

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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE REALLOCATION:

Yes

DOES DAS APPROVE THE ABOVE MENTIONED REALLOCATION?

Yes

**COMMENT/NARRATIVE (optional):** Necessary to retain employee in county service.

\_\_\_\_\_  
Director, Office of Performance Strategy & Budget

3-27-14

\_\_\_\_\_  
DATE

RECLASS  
DAS FISCAL FORM  
3/27/2014

**REALLOCATION DAS FISCAL FORM**

Department: Human Resources  
Date of Reallocation Request: 3/14/2014  
Date of anticipated reallocation: 4/14/2014

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate					2013 total	Annual Total	
										Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining			
EXISTING POSITION(S)*:																
1	1140	1141	00076635	Human Resources Manager	35M	01	1	1.0	35.00	2,800	214	823	19	72,908	99,769	
2																
3																
													SUBTOTAL:	72,908	99,769	
RECLASS POSITION(S)*:																
1	1140	1141	TBD	Senior Human Resources Generalist	32M	01	1	1.0	30.81	2,465	189	788	19	65,389	89,479	
2																
3																
													SUBTOTAL:	65,389	89,479	
													<b>TOTAL COST:</b>		<b>(7,519)</b>	<b>(10,290)</b>

\* Pension Fixed Rate for 2013 = 13.57% of salary (No impact on Health Insurance of this action)

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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE REALLOCATION: Yes

DOES DAS APPROVE THE ABOVE MENTIONED REALLOCATION? Yes

COMMENT/NARRATIVE (optional): Market Alignment

\_\_\_\_\_  
Director Performance, Strategy and Budget



3-27-14

\_\_\_\_\_  
DATE

RECLASS  
DAS FISCAL FORM  
3/27/2014

RECLASSIFICATION DAS FISCAL FORM

Department: 2000  
Date of Advancement Request: 3/21/2014  
Date of anticipated advancement: 4/14/2014

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	2014 total	Annual Total
EXISTING POSITION(S)*:															
1	2000	2851	00059915	Paralegal - Courts	19L	08	1	1.0	25.10	2,008	154	741	19	55,150	75,469
2															
3															
													SUBTOTAL:	55,150	75,469
RECLASS POSITION(S)*:															
1	2000	2851	TBD	Childrens Courts Coordinator	29M	01	1	1.0	26.86	2,149	164	755	19	58,308	79,790
2															
3															
													SUBTOTAL:	58,308	79,790
													TOTAL COST:	3,158	4,321

\* Pension Fixed Rate for 2013 = 13.57% of salary (No impact on Health Insurance of this action)

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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE ADVANCEMENT: Yes

DOES DAS APPROVE THE ABOVE MENTIONED ADVANCEMENT? Yes

COMMENT/NARRATIVE (optional):

  
\_\_\_\_\_  
DIRECTOR OF PERFORMANCE, STRATEGY & BUDGET

3-27-14  
\_\_\_\_\_  
DATE



RECLASS  
DAS FISCAL FORM  
3/27/2014

RECLASSIFICATION DAS FISCAL FORM

Department: 3700  
Date of Advancement Request: 3/21/2014  
Date of anticipated advancement: 4/14/2014

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	3700	3759	00000073	Admin Spec - Fiscal Affairs NR	07PM	09	1	1.0	23.18	1,854	142	725	19	51,699	70,747
2															
3															
													SUBTOTAL:	51,699	70,747
RECLASS POSITION(S)*:															
1	3700	3759	TBD	Business Systems Specialist	26M	01	1	1.0	24.50	1,960	150	736	19	54,071	73,991
2															
3															
													SUBTOTAL:	54,071	73,991
													TOTAL COST:	2,371	3,245

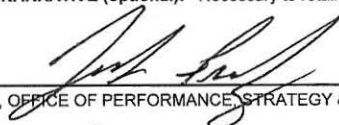
\* Pension Fixed Rate for 2013 = 13.57% of salary (No impact on Health Insurance of this action)

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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE ADVANCEMENT: Yes

DOES DAS APPROVE THE ABOVE MENTIONED ADVANCEMENT? Yes

COMMENT/NARRATIVE (optional): Necessary to retain employee in county service.

  
\_\_\_\_\_  
DIRECTOR, OFFICE OF PERFORMANCE STRATEGY & BUDGET

3-27-14  
\_\_\_\_\_  
DATE

RECLASS  
DAS FISCAL FORM  
3/27/2014

REALLOCATION DAS FISCAL FORM

Department: 4900  
Date of Advancement Request: 3/21/2014  
Date of anticipated advancement: 4/14/2014

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate						2014 total	Annual Total
										Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining			
EXISTING POSITION(S)*:																
1	4900	4900	0006492	Forensic Investigator	21	01	6	6.0	20.95	1,676	128	706	19	286,223	391,673	
2	4900	4900	0006492	Forensic Investigator	21	04	1	1.0	23.42	1,873	143	727	19	52,124	71,327	
3	4900	4900	0006492	Forensic Investigator	21	05	5	5.0	24.19	1,935	148	733	19	267,531	366,095	
	4900	4900	0005463	Forensic Supervisor	22M	05	1	1.0	24.61	1,969	151	737	19	54,272	74,266	
	4900	4900	0006494	Forensic Investigator in Charge	22	05	1	1.0	25.10	2,008	154	741	19	55,150	75,469	
	4900	4900	0005421	Forensic Tech Supv	33M	01	1	1.0	32.19	2,576	197	800	19	67,876	92,883	
													SUBTOTAL:	783,176	1,071,714	
RECLASS POSITION(S)*:																
1	4900	4900	0006492	Forensic Investigator	25	01	6	6.0	24.10	1,928	148	733	19	320,136	438,081	
2	4900	4900	0006492	Forensic Investigator	25	02	1	1.0	24.99	1,999	153	740	19	54,945	75,188	
3	4900	4900	0006492	Forensic Investigator	25	03	5	5.0	25.87	2,070	158	747	19	282,673	386,815	
	4900	4900	0005463	Forensic Supervisor	27M	01	1	1.0	25.37	2,029	155	743	19	55,629	76,123	
	4900	4900	TBD	Lead Forensic Investigator	27	01	1	1.0	25.87	2,070	158	747	19	56,535	77,363	
	4900	4900	TBD	Toxicology Manager	37M	01	1	1.0	38.37	3,070	235	851	19	78,959	108,049	
													SUBTOTAL:	848,876	1,161,620	
													<b>TOTAL COST:</b>	<b>65,701</b>	<b>89,906</b>	

\* Pension Fixed Rate for 2013 = 13.57% of salary (No impact on Health Insurance of this action)

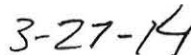
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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE ADVANCEMENT: Yes

DOES DAS APPROVE THE ABOVE MENTIONED ADVANCEMENT? Yes

COMMENT/NARRATIVE (optional):

  
\_\_\_\_\_  
DIRECTOR OF PERFORMANCE, STRATEGY & BUDGET

  
\_\_\_\_\_  
DATE

RECLASS  
DAS FISCAL FORM  
3/27/2014

RECLASSIFICATION/REALLOCATION FISCAL FORM

Department: 9500  
Date of Advancement Request: 3/21/2014  
Date of anticipated advancement: 4/14/2014

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	9500	9556	00004041	Fiscal Asst 2	04P	01	1	1.0	15.56	1,245	95	661	19	38,025	52,035
2	9500	9554	0000019	Clerk Receptionist Zoo	6	07	1	1.0	15.56	1,245	95	661	19	38,028	52,039
3	9500	9523	0002034	Maintenance Supervisor	20M	05	1	1.0	22.96	1,837	141	723	19	51,304	70,205
	9500	9523	0004299	Asst Zoo Maint-Grds Coord	26M	05	1	1.0	28.14	2,251	172	766	19	60,602	82,930
	9500	9552	000012985	Clerical Spec Zoo	05P	09	1	1.0	19.95	1,596	122	698	19	45,910	62,824
	9500	9523	0004050	Horticulturist 2	18	05	1	1.0	21.79	1,743	133	713	19	49,203	67,331
													SUBTOTAL:	127,358	174,279
RECLASS POSITION(S)*:															
1	9500	9556	TBD	Senior Cash Accounting Assistant	06P	01	1	1.0	16.88	1,350	103	672	19	40,392	55,273
2	9500	9554	TBD	Office Services Specialist	16	01	1	1.0	18.02	1,442	110	682	19	42,442	58,079
3	9500	9523	0002034	Maintenance Supervisor	27M	01	1	1.0	25.37	2,029	155	743	19	55,629	76,123
	9500	9523	TBD	Grounds Maintenance Manager	31M	01	1	1.0	29.39	2,351	180	777	19	62,848	86,003
	9500	9552	TBD	Administrative Services Coordinator	21M	01	1	1.0	20.54	1,643	126	703	19	46,970	64,275
	9500	9523	TBD	Horticulturist	23	02	1	1.0	23.42	1,873	143	727	19	52,124	71,327
													SUBTOTAL:	138,463	189,476
													<b>TOTAL COST:</b>	<b>11,105</b>	<b>15,197</b>

\* Pension Fixed Rate for 2013 = 13.57% of salary (No impact on Health Insurance of this action)

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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE ADVANCEMENT: Yes

DOES DAS APPROVE THE ABOVE MENTIONED ADVANCEMENT? Yes

COMMENT/NARRATIVE (optional):

  
\_\_\_\_\_  
DIRECTOR OF PERFORMANCE, STRATEGY & BUDGET

3-27-14  
\_\_\_\_\_  
DATE

**Appointments at an Advanced Step of the Pay Range**  
**Finance, Personnel & Audit Committee Report**  
**April 2014**

^Bold/shaded border denotes rates of incumbents

REQUESTOR	ORG UNIT	PREVIOUS CLASSIFICATION	CURRENT CLASSIFICATION	PAY GRADE	# OF STEPS ^	REQUESTED HOURLY RATE	ANNUALIZED SALARY BY STEPS	APPOINTED STEP	APPOINTED DATE	JUSTIFICATION
Human Resources Compensation Division	1140	N/A	Compensation Analyst	29M	01	\$ 26,8620	\$ 55,872.96	05	02/10/2014	New Hire Appointment / 28+ years of direct and senior level experience w/ advanced education
					02	\$ 28,1406	\$ 58,532.45			
					03	\$ 29,3921	\$ 61,135.57			
					04	\$ 30,8080	\$ 64,080.64			
					05	\$ 32,1943	\$ 66,964.14			
District Attorney's Office	4500	N/A	Clerical Assistant 1	3P	01	\$ 13,5225	\$ 28,126.80	04	03/10/2014	New Hire Appointment / 30+ years of administrative experience
					02	\$ 13,9998	\$ 29,119.58			
					03	\$ 14,4769	\$ 30,111.95			
					04	\$ 14,9543	\$ 31,104.94			
					05	\$ 15,4317	\$ 32,097.94			
					06	\$ 15,9089	\$ 33,090.51			
					07	\$ 16,3863	\$ 34,083.50			
					08	\$ 16,8634	\$ 35,075.87			
					09	\$ 17,3408	\$ 36,068.86			
BHD	6300	N/A	House Physician 1Hrly	40XM	01	\$ 58,3197	\$ 121,304.98	04	03/03/2014	New Hire Appointment / 6+ years experience/training
					02	\$ 60,3607	\$ 125,550.26			
					03	\$ 62,4735	\$ 129,944.88			
					04	\$ 64,6600	\$ 134,492.80			
					05	\$ 66,9229	\$ 139,199.63			
					06	\$ 69,2654	\$ 144,072.03			
					07	\$ 71,6897	\$ 149,114.58			
DHHS	8000	N/A	Office Supp Asst 2 Bilingual	02P	01	\$ 12,7237	\$ 26,465.30	08	03/03/2014	New Hire Appointment / 12+ years administrative experience
					02	\$ 13,1727	\$ 27,399.22			
					03	\$ 13,6220	\$ 28,333.76			
					04	\$ 14,0711	\$ 29,267.89			
					05	\$ 14,5200	\$ 30,201.60			
					06	\$ 14,9693	\$ 31,136.14			
					07	\$ 15,4182	\$ 32,069.86			
					08	\$ 15,8672	\$ 33,003.78			
					09	\$ 16,3163	\$ 33,937.90			

**REVISIONS TO Executive Compensation Plan (ECP) REPORT**  
**Finance, Personnel & Audit Committee Meeting**  
**April 17, 2014**

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

Dual Employment Report  
Finance, Personnel & Audit Committee Meeting  
April 17, 2014

<u>Organizational Unit</u>	<u>Name</u>	<u>Current Classification</u>	<u>Current Pay Range</u>	<u>Dual Employment</u>	<u>Dual Employment Pay Range</u>
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Currently, there are no "Dual Employments" to report.

Emergency Appointment Report  
 Finance, Personnel & Audit Committee Meeting  
 April 17, 2014

Requestor	Dept	Last Name	First Name	Title Description	Employee Class	Status	Emergency Appt Date	Pay Range
BHD	6474	Broussard	E. Marie	Adm. Coord SSI	F	A	1/1/2014	27M
Comptroller	3750	Seifi	Jennifer	Secretary	F	A	3/12/2014	05PM
DAS	1157	Simms	Andre	Clerical Asst 2 NR	F	A	12/30/2013	04PM
DHHS	8526	Krueger	Vickie	Adm. Asst. II - Accounts Receivable	F	A	1/13/2014	19DC

**Temporary Appointment Report**  
**Finance, Personnel & Audit Committee Meeting**  
**April 17, 2014**

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
DOT - Highway Division	5140	Cage	Steve	32610	Highway Mtce Wkr 1	F	A	80	12/16/2013	TA
DOT - Highway Division	5160	Carter	Melissa	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
DOT - Highway Division	5140	Hoppe	Derek	32610	Highway Mtce Wkr 1	F	A	80	11/11/2013	TA
DOT - Highway Division	5110	Hutchinson	Michael	32610	Highway Mtce Wkr 1	F	A	80	11/24/2013	TA
DOT - Highway Division	5110	Igowski	Kurt	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
DOT - Highway Division	5120	Johnson	Dennis	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
DOT - Highway Division	5140	Laack	Jerome	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
DOT - Highway Division	5140	Luedtke	Michael	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
DOT - Highway Division	5160	Maas	Jeremy	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
DAS-IMSD	1163	Mangione	Jeremy	87420	Info Systems Intern	I	A	0	6/24/2013	TA
DOT - Highway Division	5160	Manka	John	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
DOT - Highway Division	5110	Mc Kay	Dwayne	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
DOT - Highway Division	5120	Minter	Anthony	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
DOT - Highway Division	5120	Pinto	Carlos	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
DOT - Highway Division	5120	Radakovich	Keith	32610	Highway Mtce Wkr 1	F	A	80	11/11/2013	TA
DOT - Highway Division	5140	Sadler	Derek	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
Human Resources	1142	Sanders	Breone	5790	Intern Compensation HRIS	I	A	0	1/20/2014	TA
DOT - Highway Division	5160	Sazama	Rory	32610	Highway Mtce Wkr 1	F	A	80	11/13/2013	TA
DOT - Highway Division	5110	Simmons	Tyrone	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
DOT - Highway Division	5110	Stern	Marcus	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
DOT - Highway Division	5110	Stewart	Demetrius	32610	Highway Mtce Wkr 1	F	A	80	12/9/2013	TA
DOT - Highway Division	5140	Strong	Daniel	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
DOT - Highway Division	5160	Stueck	Donald	32610	Highway Mtce Wkr 1	F	A	80	11/11/2013	TA
DOT - Highway Division	5120	Tersen	Douglas	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
DOT - Highway Division	5140	Volkman	Eric	32610	Highway Mtce Wkr 1	F	A	80	12/16/2013	TA
DOT - Highway Division	5140	Zieman	Robert	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA



**Temporary Assignment to a Higher Classification (TAHC) Report**  
**Finance, Personnel & Audit Committee Meeting**  
**April 17, 2014**

DEPT	FIRST NAME	LAST NAME	CURRENT JOB TITLE	OLD PAY RANGE	NEW PAY RANGE	TAHC JOB TITLE	ORIG START	EXTENDED/NEW DATE	END DATE	TYPE OF EXT	REASON
Aging	Debra	Horton	Clerical Asst 1	3P	4P	Secretarial Asst	11/11/2013	2/10/2014	5/10/2014	adm Bd	Retirement/Vacancy
BHD	Jennifer	Bergersen	ExDir2 Assoc Diir Clinical	902E	902E	ExDir 2 Adm BHD	9/18/2013	1/6/2014	Open	Action Bd	Incumbent on TAHC
BHD	James	Kubicek	ExDir2 Dept Adm BHD	902E	903E	ExDir3 MH Administrator	8/14/2013	1/9/2014	Open	Action	No Incumbent
DAS-Disabilities	Timothy	Ochnikowski	Asst Dir Office Handic	27M	901E	Exdir1-Dir Opd	3/4/2014		6/1/2014		Incumbent retired
DHHS-Delinquency	Peter	Madaus	Contract Services Coord	27DC	27M	Admini. Coordinator	2/2/2014		5/2/2014		Incumbent termed
Parks	James	Collopy	Park Worker III-	5108	18Z	PMW II - IC	11/22/2013	1/30/2014	4/29/2014	adm Bd	Retirement/Inc on TAHC
Parks	Jill	Organ	Engineer	32A	916E	Asst Chief of Rec & Bus Develop	6/3/2013		6/1/2014	Action	Compensation Study
Parks	Kenneth	Keffer	Park Worker III-	5108	14DC	Park Naturalist	2/17/2014		5/17/2014		Incumbent Military Leave
TPW-Airport	Scott	Wisniewski	Firefigher Equipment Oper	17B	29FM	Asst Chief Airport Rescue & FF	12/23/2013	3/8/2014	6/5/2014	adm	Incumbent resign
TPW-Airport	Kevin	Doyne	Asst Chief Air Res & FF	29M	38M	Chief Airport Res & FF	3/8/2014		6/5/2014		Incumbent resign
TPW-Facilities	Ronald	Owings	Fac Wkr IV - IC	19	30M	Facilities Mtce Coordinator	2/24/2014		5/24/2014		Incumbent promoted
Sheriff Dept	Joshua	Briggs	CO1	14Z	23CM	CO Lieutenant	2/12/2014		4/20/2014		Vacant/trying to fill
Sheriff Dept	Michael	Ninkovic	CO1	14Z	23CM	CO Lieutenant	2/12/2014		4/28/2014		Vacant/trying to fill
Sheriff Dept	Crystalina	Montano	CO1	14Z	23CM	CO Lieutenant	1/29/2014		4/28/2014		Vacant/trying to fill

The TAHC has been extended by the Director of DHR. The County Board of Supervisors and the County Executive must approve the second extension to a *vacant unclassified position through adoption of a resolution.*

\*Individual has a TAHC according to provisions of labor contracts