

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: December 17, 2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A resolution By the Committee on Finance, Personnel and Audit, relating to a report from the Director, Department of Human Resources, on the 2013 Job Analysis and Evaluation Project and informational reports relative to Reclassification of Existing positions, Advancement within the Pay Range, Reallocations of Non-Represented positions, Revisions to Executive Compensation Plan [ECP] positions; Appointments at an Advanced Step of the Pay Range; Dual Employment, Temporary Assignments to a Higher Classification, Temporary Appointments and Emergency Appointments.

FISCAL EFFECT:

- | | |
|---|--|
| <input type="checkbox"/> No Direct County Fiscal Impact
<input checked="" type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Approval of this resolution will:

1. Recognize that the County Board of Supervisors supports the efforts of the Administration to undertake a comprehensive Job Analysis and Evaluation Project that, when completed, can be submitted to the County Board for review and approval; and
2. Indicate that the County Board expects a detailed report by job classification and department, prior to approving any changes to compensation for employees until a complete picture of the impact on the County can be ascertained; and
3. Deny the reallocations presented in File No. 13-930, dated November 25, 2013, affecting Org. Unit 1011 – Intergovernmental Relations and Org. Unit 3700 – Office of the Comptroller, until such time the Job Analysis and Evaluation Project is complete and the County Board has the opportunity to review all recommended compensation changes.

The fiscal impact of this resolution is primarily related to staff time to prepare the requested report for review by the County Board. It should be noted that the denial of the reallocations contained in File No. 13-930 have no fiscal impact at this time. Two positions in Intergovernmental Relations that were to be reallocated to a lower pay grade were “red circled” so that the incumbents would not have their pay changed. (The lower pay grade would

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

² Community Business Development Partners’ review is required on all professional service and public work construction contracts.

commence when the position was filled with a new hire) One position that was to be reallocated to a higher pay grade in the Office of the Comptroller is currently vacant. This resolution may delay the ability to recruit and hire an individual for the vacant position at the pay range recommended by the Department of Human Resources.

Department/Prepared By Steve Cady, Director of Research Services, Office of the Comptroller

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required