


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

**DATE** : March 31, 2015

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

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

**SUBJECT** : **Informational Report for 04/16/2015**  
**Finance, Personnel & Audit Committee Meeting**

Attached are a series of informational reports listing various personnel transactions that the Chief Human Resources Officer intends to approve for implementation.

The reports are:

- 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
- Temporary appointment
- Temporary assignments to a higher classification (updated through March 23, 2015)

These reports 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 16, 2015 Finance, Personnel & Audit Committee Meeting for informational purposes.

RC:jam

Copy: HR Managers

**Finance, Personnel & Audit Committee Meeting  
Compensation Report  
April 2015**

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		INFORMATIONAL: Market equitable alignment based on overall job duties/responsibilities, competencies and educational/experience requirement.	Effective Date
						PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE		
1140	Human Resources	RECLASSIFICATION	Specialist Retirement 00000101000003	Clerical Specialist HR (NR)	1	07PM	01 \$ 37,972.59	01 \$ 32,049.59		Immediate Recruitment Need	3/25/2015
							02 \$ 39,313.32	02 \$ 33,180.46		Internal Equity	
							03 \$ 40,653.21	03 \$ 34,311.95		Misclassification	
							04 \$ 41,993.52	04 \$ 35,442.81	x	No Incumbent	
							05 \$ 43,333.41	05 \$ 36,574.51		Red Circled	
							06 \$ 44,673.72	06 \$ 37,704.74		Retention	
							07 \$ 46,014.03	07 \$ 38,836.23		Other:	
							08 \$ 47,353.92	08 \$ 39,967.30			
							09 \$ 48,694.44	09 \$ 41,098.37			

RECLASS  
DAS FISCAL FORM  
3/27/2015

RECLASSIFICATION DAS FISCAL FORM  
 Department: House of Correction  
 Date of Reclassification Request: 3/25/2015  
 Date of Anticipated Reclassification: 3/25/2015

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	
																SUBTOTAL:
EXISTING POSITION(S)*:																
1	1140	1149	10100	Specialist Retirement	07PM	01	1	1.0	18.26	1,460	112	690	16	36,191	58,811	
2																
3																
4																
													SUBTOTAL:		36,191	58,811
RECLASSIFIED POSITION(S)*:																
1	1140	1149	00032	Clerical Specialist HR NR	05PM	01	1	1.0	15.41	1,233	94	665	16	31,874	51,795	
2																
3																
4																
													SUBTOTAL:		31,874	51,795
													TOTAL COST:		(4,317)	(7,016)

\* Pension Fixed Rate for 2014 = 10.80% of salary (No impact on Health Insurance of this action)

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DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE ADVANCEMENT: Yes

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget



3-27-15

DATE

**Appointments at an Advanced Step of the Pay Range  
Finance, Personnel & Audit Committee Report  
April 2015**

^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
DAS A&E	1151	Engineer	N/A	32A	1	22.2529	\$ 46,286.03	10	02/12/2015	New Hire Appointment 15 years of related experience
					2	23.1491	\$ 48,150.13			
					3	24.0345	\$ 49,991.76			
					4	24.9305	\$ 51,855.44			
					5	25.8266	\$ 53,719.33			
					6	26.7121	\$ 55,561.17			
					7	27.6081	\$ 57,424.85			
					8	28.5043	\$ 59,288.94			
					9	29.4004	\$ 61,152.83			
					10	30.2857	\$ 62,994.26			
					11	31.1819	\$ 64,858.35			
					12	32.0779	\$ 66,722.03			
					13	32.9634	\$ 68,563.87			
					14	33.8594	\$ 70,427.55			
					15	34.7556	\$ 72,291.65			
					16	35.6516	\$ 74,155.33			
					17	36.5371	\$ 75,997.17			
					18	37.4331	\$ 77,860.85			
					19	38.3292	\$ 79,724.74			
					20	39.2147	\$ 81,566.58			
					21	39.5347	\$ 82,232.18			
Airport	5040	Asst. Chief of Air Res & Firefg	N/A	29FM	1	27.13062	\$ 73,361.20	3	03/09/2015	New Hire Appointment 14 years of related experience
					2	28.422006	\$ 76,853.10			
					3	29.686021	\$ 80,271.00			
					4	31.11608	\$ 84,137.88			
					5	32.516243	\$ 87,923.92			
Family Care	7990	Secretarial Asst	N/A	04P	1	14.585511	\$ 30,337.86	4	03/02/2015	New Hire Appointment 4 years of related experience
					2	15.100308	\$ 31,408.64			
					3	15.615105	\$ 32,479.42			
					4	16.129902	\$ 33,550.20			
					5	16.644699	\$ 34,620.97			
					6	17.159496	\$ 35,691.75			
					7	17.674192	\$ 36,762.32			
					8	18.188888	\$ 37,832.89			
					9	18.703988	\$ 38,904.30			
DHHS	8000	Human Service Worker	N/A	16C	1	16.409975	\$ 34,132.75	11	03/09/2015	New Hire Appointment 7 years of related experience
					2	16.792563	\$ 34,928.53			
					3	17.17505	\$ 35,724.10			
					4	17.699038	\$ 36,814.00			
					5	18.200099	\$ 37,856.21			
					6	18.683586	\$ 38,861.86			
					7	19.255347	\$ 40,051.12			
					8	19.799535	\$ 41,183.03			
					9	20.372811	\$ 42,375.45			
					10	21.161722	\$ 44,016.38			
					11	22.005779	\$ 45,772.02			
					12	22.903871	\$ 47,640.05			
					13	23.649655	\$ 49,191.28			
					14	24.427759	\$ 50,809.74			
					15	25.353121	\$ 52,734.49			
					16	25.827821	\$ 53,721.87			
					17	26.287068	\$ 54,677.10			

**Appointments at an Advanced Step of the Pay Range  
Finance, Personnel & Audit Committee Report  
April 2015**

^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
DHHS	8000	Human Service Worker	N/A	16C	1	16.409975	\$ 34,132.75	11	02/04/2015	New Hire Appointment 15 years of related experience
					2	16.792563	\$ 34,928.53			
					3	17.17505	\$ 35,724.10			
					4	17.699038	\$ 36,814.00			
					5	18.200099	\$ 37,856.21			
					6	18.683586	\$ 38,861.86			
					7	19.255347	\$ 40,051.12			
					8	19.799535	\$ 41,183.03			
					9	20.372811	\$ 42,375.45			
					10	21.161722	\$ 44,016.38			
					11	22.005779	\$ 45,772.02			
					12	22.903871	\$ 47,640.05			
					13	23.649655	\$ 49,191.28			
					14	24.427759	\$ 50,809.74			
					15	25.353121	\$ 52,734.49			
					16	25.827821	\$ 53,721.87			
					17	26.287068	\$ 54,677.10			
								3		
DHHS	8000	Adm Asst 2 - Accts Rec	N/A	19	1	19.799535	\$ 41,183.03	2	03/16/2015	Promotion
					2	20.372811	\$ 42,375.45			
					3	21.161722	\$ 44,016.38			
					4	22.005779	\$ 45,772.02			
					5	22.903871	\$ 47,640.05			
DHHS	8000	Community Intervention Specialist	N/A	24	1	23.446544	\$ 41,183.03	5	03/20/2015	Performance Based Increase
					2	24.343222	\$ 42,375.45			
					3	25.237678	\$ 44,016.38			
					4	26.132336	\$ 45,772.02			
					5	27.315046	\$ 47,640.05			
Parks	9000	Park Unit Coordinator 2	N/A	24M	1	22.989216	\$ 47,817.57	3	03/02/2015	Promotion
					2	23.868118	\$ 49,645.69			
					3	24.745404	\$ 51,470.44			
					4	25.622387	\$ 53,294.56			
					5	26.782271	\$ 55,707.12			
Parks	9000	Comm Center Supv	N/A	15	1	27.13062	\$ 73,361.20	2	01/24/2015	New Hire Appointment 10 years of related experience
					2	28.422006	\$ 76,853.10			
					3	29.686021	\$ 80,271.00			
					4	31.11608	\$ 84,137.88			
					5	32.516243	\$ 87,923.92			
Parks	9000	Park Unit Coordinator	N/A	22M	1	21.576529	\$ 44,879.18	3	03/16/2015	New Hire Appointment 4 years of related experience
					2	22.456946	\$ 46,710.45			
					3	23.188186	\$ 48,231.43			
					4	23.95114	\$ 49,818.37			
					5	24.858524	\$ 51,705.73			
Parks	9000	Parks Operats Analyst 2	N/A	22	1	22.005779	\$ 45,772.02	5	03/30/2015	Promotion
					2	22.903871	\$ 47,640.05			
					3	23.649655	\$ 49,191.28			
					4	24.427759	\$ 50,809.74			
					5	25.353121	\$ 52,734.49			

**REVISIONS TO Executive Compensation Plan (ECP) REPORT**  
**Finance, Personnel & Audit Committee Meeting**  
**April 16, 2015**

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

**Dual Employment Report  
Finance, Personnel & Audit Committee Meeting  
April 16, 2015**

<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 16, 2015

Requestor	Dept	Last Name	First Name	Title Description	Employee Class	Status	Emergency Appt Date	Pay Range
HR	1142	Sanders	Breone	Compensation Asst/HRIS	F	A	5/25/2014	06PM
Courts	2806	Yee	Samantha	Clerical Specialist	F	A	10/27/2014	05PM
Courts	2836	Williams	Lynn	Clerical Specialist	F	A	4/15/2013	05PM



**Temporary Appointment Report**  
**Finance, Personnel & Audit Committee Meeting**  
**April 16, 2015**

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
TPW	5110	Arnold	Zachary	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5140	Bartz	Robert	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5120	Blain	Ricky	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5110	Carter	Kenneth	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5140	Critton	Mickey	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5160	Darnell	Tewan	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5160	Halbrucker	Robert	32610	Highway Mtce Wkr 1	A	F	80	12/2/2014	TA
TPW	5140	Johnson	Dennis	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5140	Laack	Jerome	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5140	Lesueur	Mark	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5140	Luedtke	Michael	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5160	Manka	John	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5110	Mc Kay	Dwayne	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5120	Parham	Chad	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5110	Perkins	Douglas	32610	Highway Mtce Wkr 1	A	F	80	11/16/2014	TA
TPW	5140	Rouse	Cameron	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5120	Sanchez	Favian	32610	Highway Mtce Wkr 1	A	F	80	12/2/2014	TA
TPW	5160	Sazama	Rory	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5110	Simmons	Tyrone	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5110	Stern	Marcus	32610	Highway Mtce Wkr 1	A	F	80	12/22/2014	TA
TPW	5110	Stewart	Demetrius	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5160	Stueck	Donald	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5120	Tersen	Douglas	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA
TPW	5140	Treonis	John	32610	Highway Mtce Wkr 1	A	F	80	11/16/2014	TA
TPW	5160	VanAacken	Kevin	32610	Highway Mtce Wkr 1	A	F	80	11/24/2014	TA
TPW	5120	Weeks	Vann	32610	Highway Mtce Wkr 1	A	F	80	11/3/2014	TA
TPW	5140	Zieman	Robert	32610	Highway Mtce Wkr 1	A	F	80	11/10/2014	TA

**Temporary Assignment to a Higher Classification (TAHC) Report**  
**Finance, Personnel & Audit Committee Meeting**  
**April 16, 2015**

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
MCSO	Daniel	Brodsky	CO1	14Z	23CM	CO LT	2/12/2015		5/12/2015		Incumbent promoted
MCSO	Kashka	Meadors	CO 1	14Z	23CM	CO LT	2/12/2015		5/12/2015		Vacant position
MCSO	Daniel	Dittberner	Deputy Sheriff	17BZ	22B	Deputy Sheriff Sergeant	8/21/2014	2/17/2015	5/17/2015		Incumbent resigned
DHHS	Sylvia	Cruz	Clerical Asst 1	03P	15	Quality AssurTech	2/16/2015		5/15/2015		Vacant position
DHHS	Janet	Wegher	Secretary	05P	6PM	Admin Asst	2/16/2015		5/16/2015		Vacant position
DHHS	Danyelle	Brock	HSW-Juv Justi ce	16C	26M	Human Service Supvr	12/15/2014	3/14/2015	6/11/2015		Incumbent new position
Family Care	Shakita	LaGrant	Coord.-Quality Assurance	27	29M	Prog Coord-Enroll/Eligibility	2/16/2015		5/16/2015		Incumbent on leave
Airport	Terry	Blue	ExDir2 Dept dir-Oprmn	902E	EX1D	Interim Airport Director	7/19/14	10/16/2014	4/16/2015	Bd	Incumbent retired
Airport	Kathleen	David	Airport Operations Manager	34M	902E	Interim Airport Deputy Director	4/21/14	10/16/2014	4/16/2015	Action Bd	Incumbent on TAHC
Airport	James	Grava	Asst Airport Oper Mgr	28M	34M	Interim Airport Operations Mgr	4/21/14	10/16/2014	4/16/2015	Action Bd	Incumbent on TAHC
Highway	Thomas	Pritzlaff	Asst Hwy Mtce Supv	26M	28M	Hwy Mtce Supvr	3/1/15		5/1/2015		Incumbent injured
Highway	John	Vozar	Highway Mtce Wrkr 2	17H	26M	Asst Hwy Mtce Supv	3/1/15		5/1/2015		Incumbent on TAHC
Zoo	Craig	Pavlik	Zookeeper	15	17A	Zoo Area Supervisor	2/11/2015		5/11/2015		Incumbent Suspended
Zoo	Ann Marie	Felhofer	Heritage Farm Attnd Seas	1/5/1914	15	Zookeeper	2/1/2015		5/1/2015		Incumbent resigned
Zoo	Cassandra	Sajkowski	Heritage Farm Attnd Seas	09ZB	15	Zookeeper	2/4/2015		5/4/2015		Incumbent resigned
Zoo	Kara	DeLanty	Zookeeper	1/15/1900	17A	Zoo Area Supv	3/16/2015		6/13/2015		Incumbent promoted
Parks	Robert	Pousha	Park Unit Coord 1-concess	22M	915E	Clubhouse Concess Mgr	2/15/2015		5/14/2015		Incumbent resigned
Parks	Paul	Biersack	Natural Resources Tech	15Z	21	Nat Resources Tech IC	2/23/2015		5/22/2015		Incumbent promoted

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.*