

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

**DATE** : June 26, 2017

**To** : Committee on Personnel

**FROM** : Matt Hanchek, Director Total Rewards *MH*

**SUBJECT** : **Informational Report for July 2017  
Personnel 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 June 15, 2017)

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 July 14, 2017 Personnel Committee Meeting for informational purposes.

Copy: HR Managers

**Personnel Committee Meeting  
Compensation Report  
July 2017**

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	RECOMMENDED	NO. POSITIONS	CURRENT		RECOMMENDED		INFORMATIONAL: Market equitable alignment based on overall job duties/responsibilities, competencies and educational/experience requirement.	Effective Date	Percentage		
			TITLE / JOBCODE & POSITION #	TITLE / JOBCODE & POSITION #		PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE					
9500/9522	Zoo	Reclassification	Maintenance Supervisor 00020341000001	Maintenance Manager TBD	1	27M	01	\$ 54,634.88	31M	01	\$ 63,299.84	07/09/2017	0.00%	
							02	\$ 57,108.15		02	\$ 66,349.15			Immediate Recruitment Need
							03	\$ 57,850.99		03	\$ 69,334.59			X Internal Equity
							04	\$ 60,604.51		04	\$ 72,381.38			X Misclassification
							05	\$ 63,299.84		05	\$ 75,374.18			X No Incumbent
										Red Circled				
										Retention				
										Other: Exceptional Performance				

**Appointments at an Advanced Step of the Pay Range  
Personnel Committee Report  
July 2017**

^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
District Attorney	4500	Office Support Assistant 1	N/A	01P	01	\$ 12.5126	\$ 26,026.18	3	05/22/2017	Training and experience exceed the maximum qualifications for this position.
					02	\$ 12.9539	\$ 26,944.02			
					03	\$ 13.3958	\$ 27,863.33			
					04	\$ 13.8376	\$ 28,782.22			
					05	\$ 14.2789	\$ 29,700.06			
					06	\$ 14.7206	\$ 30,618.95			
					07	\$ 15.1622	\$ 31,537.42			
					08	\$ 15.6037	\$ 32,455.68			
					09	\$ 16.0456	\$ 33,374.78			
District Attorney	4500	Office Support Assistant 1	N/A	01P	01	\$ 12.5126	\$ 26,026.18	3	05/22/2017	Training and experience exceed the maximum qualifications for this position.
					02	\$ 12.9539	\$ 26,944.02			
					03	\$ 13.3958	\$ 27,863.33			
					04	\$ 13.8376	\$ 28,782.22			
					05	\$ 14.2789	\$ 29,700.06			
					06	\$ 14.7206	\$ 30,618.95			
					07	\$ 15.1622	\$ 31,537.42			
					08	\$ 15.6037	\$ 32,455.68			
					09	\$ 16.0456	\$ 33,374.78			
Airport	5040	Heating and Vent Mechanic 1	N/A	15	01	\$ 18.1441	\$ 37,739.82	3	05/22/2017	Training and experience exceed the maximum qualifications for this position.
					02	\$ 18.6578	\$ 38,808.29			
					03	\$ 19.1535	\$ 39,839.36			
					04	\$ 19.7395	\$ 41,058.25			
					05	\$ 20.2975	\$ 42,218.73			
DHHS	8000	Inspector - Home Repair	N/A	24M	01	\$ 23.5673	\$ 49,020.07	2	05/22/2017	Training and experience exceed the maximum qualifications for this position.
					02	\$ 24.4684	\$ 50,894.19			
					03	\$ 25.3678	\$ 52,764.95			
					04	\$ 26.2668	\$ 54,634.88			
					05	\$ 27.4558	\$ 57,108.15			

**INFORMATIONAL ONLY**

**REVISIONS TO Executive Compensation Plan (ECP) REPORT  
Personnel Committee Meeting  
July 14, 2017**

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

**Dual Employment Report  
Personnel Committee Meeting  
July 14, 2017**

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

**Emergency Appointment Report  
Personnel Committee Meeting  
July 14, 2017**

<b>Dept</b>	<b>Last Name</b>	<b>First Name</b>	<b>Title Description</b>	<b>Class</b>	<b>Status</b>	<b>Emergency Appt Date</b>	<b>AppType</b>	<b>Pay Range</b>
Parks	Tabat	Randall	Plumber	A	F	4/10/2017	EA	5417

**Temporary Appointment Report  
Personnel Committee Meeting  
July 14, 2017**

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
Airport	5041	Sicklick	Elijah	6101003	Intern Airport	I	A	80	6/5/2017	HT
DAS	1163	Szyszkiewicz	Caleb	61010008	Intern IT	I	A	0	3/27/2017	HT
Fleet	5160	McQuestion	Andrew	32630	Highway Mtce Wkr 2	F	A	80	10/24/2016	TA
Fleet	5140	Stachowiak	Timothy	32630	Highway Mtce Wkr 2	F	A	80	12/5/2016	TA

**Temporary Assignment to a Higher Classification (TAHC) Report  
Personnel Committee Meeting  
July 14, 2017**

<u>Dept</u>	<u>Last Name</u>	<u>First Name</u>	<u>Current Job Description</u>	<u>Old Pay Range</u>	<u>New Pay Range</u>	<u>TAHC Job Description</u>	<u>TAHC Date Begin</u>	<u>Extended / New End Date</u>	<u>TAHC Date End</u>	<u>Reason</u>
MCSO	Anagnostopoulos	George	Deputy Sheriff	17BZ	22B	Deputy Sheriff Sgt	5/3/2017		8/2/2017	Incumbent TAHC'ed
MCSO	Cunningham	Terina	Correction Officer	14Z1	23CM	Correction Officer LT	5/1/2017		7/30/2017	Incumbent TAHC'ed
MCSO	Hannah	Michael	Correction Officer LT	23CM	915E	Correction Manager	5/1/2017		7/30/2017	Vacant position
MCSO	Pawlek	Mark	Deputy Sheriff	17BZ	22B	Deputy Sheriff Sgt	5/3/2017		8/2/2017	Incumbent TAHC'ed
MCSO	Lessila	Brad	Deputy Sheriff	17BZ	30M	Deputy Sheriff LT	5/17/2017		8/15/2017	Vacant position
Medical Examiner	Plowman	Sheila	Management Assistant - ME	6PM	25	Forensic Investigator	5/15/2017		8/12/2017	Vacant position
Parks	Goryl	Nickolas	Park Maint Wrkr 2 IC	18Z	24M	Park Unit Coordinator	4/30/2017		7/29/2017	Incumbent suspended pending PRB
Parks	Meyer	Bryan	Park Maint Wrkr 2 IC	18Z	24M	Park Unit Coordinator	5/29/2017		8/26/2017	Incumbent on leave of absence
Zoo	Spreda	Melissa	Zookeeper	15	17A	Zoo Area Supervisor	5/29/2017		8/26/2017	Incumbent on leave of absence