

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE : September 25, 2014
TO : Chairwoman Marina Dimitrijevic
FROM : Scott B. Manske, Comptroller
RE : Request to Abolish 1.0 FTE Senior Analyst Budget and Management and to Create 1.0 FTE Financial Analyst

ISSUE

The Comptroller is requesting authorization to abolish 1.0 FTE Senior Analyst Budget and Management (Title Code 00012221) (PR 33JM) and to create 1.0 FTE Financial Analyst (Title Code NEW) (PR 26M) to meet the needs of the financial analysis section within the Office of the Comptroller.

BACKGROUND

During 2014 budget deliberations, the Office of the Comptroller requested and received approval to create an associate level analyst for the financial analysis section effective April 1, 2014. The intent of the department was to create a position which would serve as an associate-level analyst that would assist senior staff within the department on various financial studies, projects and general assignments. In an effort to maintain continuity amongst classifications, the position requested was the same type of position currently located within the Department of Administrative Services – Division of Performance, Management and Strategy. After review by the Department of Human Resources, the position was classified and approved by subsequent County Board action at a senior level budget and management analyst rather than an associate level.

After assessing the needs of the financial analysis team, the Comptroller continues to maintain that a senior analyst is beyond the level necessary to complete the tasks originally envisioned for the position. In addition, the Department of Human Resources has determined that the position is more accurately defined as a financial analyst as budget work is only a small responsibility of the position and therefore, an abolish/create action is warranted.

RECOMMENDATION

The Comptroller respectfully requests that the position of Senior Analyst Budget and Management (Title Code 00012221) (PR 33JM) be abolished and the position of Financial Analyst (Title Code NEW) (PR 26M) be created.

FISCAL IMPACT

It is anticipated that this position will be filled at the beginning of next year, resulting in an annual decrease in costs of approximately \$8,630 assuming either position would have been filled at step 1.



Scott B. Manske
Comptroller