

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : August 17, 2018
To : Committee on Personnel
FROM : Dean Legler, Director of Compensation/HRIS, Department of Human Resources
SUBJECT : **Informational Report for September 2018 Personnel Committee Meeting**

D. Legler 8/16/18

Attached are a series of informational reports listing various personnel transactions that have been approved for implementation.

The reports are:

- Reclassifications
- Advancements within the pay range
- 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 August 10, 2018)

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 September 6, 2018 Personnel Committee Meeting for informational purposes.

Copy: HR Managers

**Personnel Committee Meeting
Compensation Report
September 2018**

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.

Index #	REQUESTOR	TYPE	CURRENT	RECOMMENDED	NO. POSITIONS	CURRENT		RECOMMENDED		Civil Service Classification	Comments	Effective Date	%
			TITLE	TITLE		PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE				
1	Parks	Reclassification	Maintenance Services Coord	Construction Coordinator	1	25M	01 \$ 51,917.16	29A	01 \$ 45,247.88	Classified	Reclassing position to align salary with job duties and responsibilities.	10/7/18	9.68%
							02 \$ 53,825.53		02 \$ 46,570.55				
							03 \$ 55,733.04		03 \$ 47,893.42				
							04 \$ 58,256.02		04 \$ 49,215.66				
							05 \$ 59,013.79		05 \$ 50,538.32				
									06 \$ 51,837.84				
									07 \$ 53,160.29				
									08 \$ 54,482.96				
									09 \$ 55,805.41				
									10 \$ 57,105.14				
									11 \$ 58,427.59				
									12 \$ 59,750.25				
									13 \$ 61,072.92				
									14 \$ 62,395.37				
									15 \$ 63,694.89				
									16 \$ 65,017.77				
									17 \$ 66,340.64				
									18 \$ 67,662.88				
									19 \$ 68,985.54				
									20 \$ 70,284.85				
									21 \$ 71,004.47				
2	Parks	Increase within Salary Grade	Park Maint Wrkr 2 IC	Park Maint Wrkr 2 IC	11	18Z	01 \$ 43,036.89	18Z	01 \$ 43,036.89	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	10/7/18	2.69%
							02 \$ 44,196.27		02 \$ 44,196.27				
							03 \$ 45,296.07		03 \$ 45,296.07				
							04 \$ 46,452.45		04 \$ 46,452.45				
							05 \$ 48,047.07		05 \$ 48,047.07				
3	Parks	Reclassification	Unit Coord I	Unit Coord 2	1	22M	01 \$ 46,932.49	24M	01 \$ 50,005.37	Classified	Reclassing position to align salary with job duties and responsibilities.	10/7/2018	3.02%
							02 \$ 48,847.71		02 \$ 51,917.16				
							03 \$ 50,438.26		03 \$ 53,825.53				
							04 \$ 52,097.82		04 \$ 55,733.04				
							05 \$ 54,071.55		05 \$ 58,256.02				
4	Parks	Increase within Salary Grade	Parks Maint Worker NM	Parks Maint Worker NM	2	13Z3	01 \$ 40,278.71	13Z3	01 \$ 40,278.71	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	10/7/2018	3.91%
							02 \$ 40,639.70		02 \$ 40,639.70				
							03 \$ 41,883.09		03 \$ 41,883.09				
							04 \$ 42,890.95		04 \$ 42,890.95				
5	Parks	Increase within Salary Grade	Parks Unit Coord 1	Parks Unit Coord 1	1	22M	01 \$ 46,932.49	22M	01 \$ 46,932.49	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	10/7/2018	3.24%
							02 \$ 48,847.71		02 \$ 48,847.71				
							03 \$ 50,438.26		03 \$ 50,438.26				
							04 \$ 52,097.82		04 \$ 52,097.82				
							05 \$ 54,071.55		05 \$ 54,071.55				
6	Parks	Reclassification	Ranger In Charge	SS&T Coordinator	1	07PM	01 \$ 39,710.06	26	01 \$ 54,896.40	Classified	Reclassing position to align salary with job duties and responsibilities.	10/7/2018	10.90%
							02 \$ 41,112.03		02 \$ 56,842.27				
							03 \$ 42,513.35		03 \$ 59,414.76				
							04 \$ 43,914.89		04 \$ 61,993.46				
							05 \$ 45,316.22		05 \$ 64,944.41				
							06 \$ 46,717.97						
							07 \$ 48,119.29						
							08 \$ 49,520.62						
							09 \$ 50,922.59						

**Personnel Committee Meeting
Compensation Report
September 2018**

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.

Index #	REQUESTOR	TYPE	CURRENT	RECOMMENDED	NO. POSITIONS	CURRENT		RECOMMENDED		Civil Service Classification	Comments	Effective Date	%
			TITLE	TITLE		PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE				
7	Parks	Reclassification	Ranger In Charge	SS&T Coordinator	1	07PM	01 \$ 39,710.06	26	01 \$ 54,896.40	Classified	Reclassing position to align salary with job duties and responsibilities.	10/7/2018	19.12%
							02 \$ 41,112.03		02 \$ 56,842.27				
							03 \$ 42,513.35		03 \$ 59,414.76				
							04 \$ 43,914.89		04 \$ 61,993.46				
							05 \$ 45,316.22		05 \$ 64,944.41				
							06 \$ 46,717.97						
							07 \$ 48,119.29						
							08 \$ 49,520.62						
							09 \$ 50,922.59						
8	Parks	Increase within Salary Grade	Parks Unit Coord 2	Parks Unit Coord 2	1	24M	01 \$ 50,005.37	24M	01 \$ 50,005.37	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	10/7/2018	3.48%
							02 \$ 51,917.16		02 \$ 51,917.16				
							03 \$ 53,825.53		03 \$ 53,825.53				
							04 \$ 55,733.04		04 \$ 55,733.04				
							05 \$ 58,256.02		05 \$ 58,256.02				
9	Parks	Increase within Salary Grade	Horticultural--Supervisor	Horticultural--Supervisor	1	24M	01 \$ 50,005.37	24M	01 \$ 50,005.37	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	10/7/2018	3.61%
							02 \$ 51,917.16		02 \$ 51,917.16				
							03 \$ 53,825.53		03 \$ 53,825.53				
							04 \$ 55,733.04		04 \$ 55,733.04				
							05 \$ 58,256.02		05 \$ 58,256.02				
10	Parks	Increase within Salary Grade	Heating & Ventilating Spclst	Heating & Ventilating Spclst	1	24M	01 \$ 50,005.37	24M	01 \$ 50,005.37	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	10/7/2018	3.75%
							02 \$ 51,917.16		02 \$ 51,917.16				
							03 \$ 53,825.53		03 \$ 53,825.53				
							04 \$ 55,733.04		04 \$ 55,733.04				
							05 \$ 58,256.02		05 \$ 58,256.02				
11	Parks	Reclassification	Volunteer Service Coordinator	Engagement Mgr	1	23M	01 \$ 48,847.71	32M	01 \$ 67,682.76	Classified	Reclassing position to align salary with job duties and responsibilities.	10/7/2018	0.00%
							02 \$ 50,438.26		02 \$ 70,728.22				
							03 \$ 52,097.82		03 \$ 73,836.25				
							04 \$ 54,071.55		04 \$ 76,888.99				
							05 \$ 56,046.35		05 \$ 80,592.78				
12	Parks	Increase within Salary Grade	Parks Analyst II	Parks Analyst II	1	22	01 \$ 47,866.42	22	01 \$ 47,866.42	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	10/7/2018	7.20%
							02 \$ 49,820.00		02 \$ 49,820.00				
							03 \$ 51,442.06		03 \$ 51,442.06				
							04 \$ 53,134.62		04 \$ 53,134.62				
							05 \$ 55,147.35		05 \$ 55,147.35				
13	Parks	Increase within Salary Grade	Parks Analyst II	Parks Analyst II	1	22	01 \$ 47,866.42	22	01 \$ 47,866.42	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	10/7/2018	3.20%
							02 \$ 49,820.00		02 \$ 49,820.00				
							03 \$ 51,442.06		03 \$ 51,442.06				
							04 \$ 53,134.62		04 \$ 53,134.62				
							05 \$ 55,147.35		05 \$ 55,147.35				
14	Parks	Reclassification	Park Operations Analyst 2	Special Events Mgr	1	22	01 \$ 47,866.42	26M	01 \$ 53,825.53	Classified	Reclassing position to align salary with job duties and responsibilities.	10/7/2018	4.53%
							02 \$ 49,820.00		02 \$ 55,733.04				
							03 \$ 51,442.06		03 \$ 58,256.02				
							04 \$ 53,134.62		04 \$ 59,013.79				
							05 \$ 55,147.35		05 \$ 61,822.66				
15	Parks	Increase within Salary Grade	Public Service Mgr	Public Service Mgr	1	26M	01 \$ 53,825.53	26M	01 \$ 53,825.53	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	10/7/2018	5.94%
							02 \$ 55,733.04		02 \$ 55,733.04				
							03 \$ 58,256.02		03 \$ 58,256.02				
							04 \$ 59,013.79		04 \$ 59,013.79				
							05 \$ 61,822.66		05 \$ 61,822.66				

Personnel Committee Meeting
Compensation Report
September 2018

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.

Index #	REQUESTOR	TYPE	CURRENT	RECOMMENDED	NO. POSITIONS	CURRENT		RECOMMENDED		Civil Service Classification	Comments	Effective Date	%
			TITLE	TITLE		PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE				
16	HR	Increase within Salary range	Manager Retire Services	N/A	1	901E	Min \$ 65,134.46	901E	Min \$ 65,134.46	Unclassified	Employee is a flight risk and high performer in position.	4/22/18	10.00%
							Mid \$ 80,241.11		Mid \$ 80,241.11				
							Max \$ 95,332.83		Max \$ 95,332.83				
17	HR	Reclassification	Coordinator Pre-Employment	HR Operations Mgr	1	30M	01 \$ 61,822.66	32M	01 \$ 67,682.76	Classified	Reclassing position to align salary with job duties and responsibilities.	7/1/18	9.05%
							02 \$ 64,572.16		02 \$ 70,728.22				
							03 \$ 67,682.76		03 \$ 73,836.25				
							04 \$ 70,728.22		04 \$ 76,888.99				
							05 \$ 73,836.25		05 \$ 80,592.78				
18	HR	Reclassification	Human Res Analyst 1 NM	Recruitment Representative	1	17Z1	01 \$ 41,625.20	22M	01 \$ 46,932.49	Classified	Reclassing position to align salary with job duties and responsibilities.	7/1/18	7.71%
							02 \$ 42,227.26		02 \$ 48,847.71				
							03 \$ 43,449.64		03 \$ 50,438.26				
							04 \$ 45,131.70		04 \$ 52,097.82				
									05 \$ 54,071.55				
19	HR	Increase within Salary Grade	Specialist HR Systems/Comp	Specialist HR Systems/Comp	1	23M	01 \$ 48,847.71	23M	01 \$ 48,847.71	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	7/1/18	6.44%
							02 \$ 50,438.26		02 \$ 50,438.26				
							03 \$ 52,097.82		03 \$ 52,097.82				
							04 \$ 54,071.55		04 \$ 54,071.55				
							05 \$ 56,046.35		05 \$ 56,046.35				
20	HR	Reclassification	Generalist Human Resources	Human Resources Business Partner	1	30M	01 \$ 61,822.66	32M	01 \$ 67,682.76	Classified	Reclassing position to align salary with job duties and responsibilities.	7/1/18	4.40%
							02 \$ 64,572.16		02 \$ 70,728.22				
							03 \$ 67,682.76		03 \$ 73,836.25				
							04 \$ 70,728.22		04 \$ 76,888.99				
							05 \$ 73,836.25		05 \$ 80,592.78				
21	HR	Reclassification	Generalist Human Resources	Human Resources Business Partner	1	30M	01 \$ 61,822.66	32M	01 \$ 67,682.76	Classified	Reclassing position to align salary with job duties and responsibilities.	7/1/18	9.10%
							02 \$ 64,572.16		02 \$ 70,728.22				
							03 \$ 67,682.76		03 \$ 73,836.25				
							04 \$ 70,728.22		04 \$ 76,888.99				
							05 \$ 73,836.25		05 \$ 80,592.78				
22	HR	Reclassification	Generalist Human Resources	Human Resources Business Partner	1	30M	01 \$ 61,822.66	32M	01 \$ 67,682.76	Classified	Reclassing position to align salary with job duties and responsibilities.	7/1/18	9.05%
							02 \$ 64,572.16		02 \$ 70,728.22				
							03 \$ 67,682.76		03 \$ 73,836.25				
							04 \$ 70,728.22		04 \$ 76,888.99				
							05 \$ 73,836.25		05 \$ 80,592.78				
23	HR	Increase within Salary Grade	Human Resources Business Partner	Human Resources Business Partner	1	32M	01 \$ 67,682.76	32M	01 \$ 67,682.76	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	7/1/18	4.40%
							02 \$ 70,728.22		02 \$ 70,728.22				
							03 \$ 73,836.25		03 \$ 73,836.25				
							04 \$ 76,888.99		04 \$ 76,888.99				
							05 \$ 80,592.78		05 \$ 80,592.78				
24	DHHS	Reclassification	Program Coord -Res Center	Administrator Assistant Disability Services	1	29M	01 \$ 59,013.79	35M	01 \$ 76,888.99	Classified	Reclassing position to align salary with job duties and responsibilities.	7/1/18	17.41%
							02 \$ 61,822.66		02 \$ 80,592.78				
							03 \$ 64,572.16		03 \$ 84,297.86				
							04 \$ 67,682.76		04 \$ 87,943.15				
							05 \$ 70,728.22		05 \$ 91,650.15				

**Personnel Committee Meeting
Compensation Report
September 2018**

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.

Index #	REQUESTOR	TYPE	CURRENT	RECOMMENDED	NO. POSITIONS	CURRENT		RECOMMENDED		Civil Service Classification	Comments	Effective Date	%
			TITLE	TITLE		PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE				
25	Register of Deeds	Increase within Salary Grade	Clerk/Vital Records	N/A	1	03P	01 \$ 29,707.91	03P	01 \$ 29,707.91	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	7/1/18	10.06%
							02 \$ 30,756.50		02 \$ 30,756.50				
							03 \$ 31,804.65		03 \$ 31,804.65				
							04 \$ 32,853.45		04 \$ 32,853.45				
							05 \$ 33,902.24		05 \$ 33,902.24				
							06 \$ 34,950.61		06 \$ 34,950.61				
							07 \$ 35,999.62		07 \$ 35,999.62				
							08 \$ 37,047.56		08 \$ 37,047.56				
							09 \$ 38,096.36		09 \$ 38,096.36				
							01 \$ 29,707.91		01 \$ 29,707.91				
							02 \$ 30,756.50		02 \$ 30,756.50				
26	Register of Deeds	Increase within Salary Grade	Clerk/Vital Records	N/A	1	03P	01 \$ 29,707.91	03P	01 \$ 29,707.91	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	7/1/18	6.82%
							02 \$ 30,756.50		02 \$ 30,756.50				
							03 \$ 31,804.65		03 \$ 31,804.65				
							04 \$ 32,853.45		04 \$ 32,853.45				
							05 \$ 33,902.24		05 \$ 33,902.24				
							06 \$ 34,950.61		06 \$ 34,950.61				
							07 \$ 35,999.62		07 \$ 35,999.62				
							08 \$ 37,047.56		08 \$ 37,047.56				
							09 \$ 38,096.36		09 \$ 38,096.36				
							01 \$ 29,707.91		01 \$ 29,707.91				
27	Sheriff	Increase within Salary Grade	Clerical Asst 2 NR	Clerical Asst 2 NR	1	04PM	01 \$ 31,107.31	04PM	01 \$ 31,107.31	Classified	Equity issues being addressed; increase is more in line with others in the same position with comparable experience and job performance.	7/15/18	2.96%
							02 \$ 32,205.18		02 \$ 32,205.18				
							03 \$ 33,303.05		03 \$ 33,303.05				
							04 \$ 34,400.93		04 \$ 34,400.93				
							05 \$ 35,499.01		05 \$ 35,499.01				
							06 \$ 36,596.67		06 \$ 36,596.67				
							07 \$ 37,694.54		07 \$ 37,694.54				
							08 \$ 38,791.99		08 \$ 38,791.99				
							09 \$ 39,890.50		09 \$ 39,890.50				
							01 \$ 59,007.79		01 \$ 59,007.79				
28	DAS	Reclassification	Sr. Budget Analyst	PSB Analyst--Continuous Improvement	1	33JM	02 \$ 64,572.16	29	02 \$ 61,816.66	Classified	Reclassing position to align salary with job duties and responsibilities.	7/1/18	0.00%
							03 \$ 67,682.76		03 \$ 64,565.09				
							04 \$ 70,728.22		04 \$ 67,675.91				
							05 \$ 73,836.25		05 \$ 70,721.15				
							06 \$ 76,888.99						
							07 \$ 80,592.78						
							08 \$ 84,297.86						
29	DAS	Reclassification	Facilities Wkr DHHS	Facilities Ground Worker 2 NM	2	15	01 \$ 38,498.39	16Z7	01 \$ 40,278.71	Classified	Reclassing position to align salary with job duties and responsibilities.	7/15/18	3.46%
							02 \$ 39,588.34		02 \$ 41,062.10				
							03 \$ 40,640.13		03 \$ 42,223.40				
							04 \$ 41,883.52		04 \$ 43,445.36				
							05 \$ 43,067.32		05 \$ 44,585.44				
30	DAS	Reclassification	Facilities Wkr DHHS	Facilities Ground Worker 2 NM	1	15	01 \$ 38,498.39	16Z7	01 \$ 40,278.71	Classified	Reclassing position to align salary with job duties and responsibilities.	7/1/18	0.00%
							02 \$ 39,588.34		02 \$ 41,062.10				
							03 \$ 40,640.13		03 \$ 42,223.40				
							04 \$ 41,883.52		04 \$ 43,445.36				
							05 \$ 43,067.32		05 \$ 44,585.44				
31	DAS	Reclassification	Facilities Grounds Worker 1 NM	Lead Facilities Grounds Worker	1	12Z1	01 \$ 35,848.37	19	01 \$ 43,067.32	Classified	Reclassing position to align salary with job duties and responsibilities.	7/1/18	0.00%
							02 \$ 36,637.82		02 \$ 44,314.35				
							03 \$ 37,743.83		03 \$ 46,030.27				
							04 \$ 38,812.13		04 \$ 47,866.42				
							05 \$ 39,843.36		05 \$ 49,820.00				
							06 \$ 41,062.09						

RECLASS
DAS FISCAL FORM
8/17/2018

REALLOCATION DAS FISCAL FORM
Department: PARKS
Date of Advancement Request: 8/16/2018
Date of anticipated advancement: 10/7/2018

Item	Org Unit	Low Org	Type	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2018 total	Annual Total
EXISTING POSITION(S):															
1	9000		Step	Heating & Vent Specialist	24M	01	1	1.0	24.04	1,923	147	846	6	17,498	75,823
2	9000		Step	Horticulture Supervisor	24m	02	1	1.0	24.96	1,997	153	856	6	18,033	78,144
3	9000		Reclass	Maint. Services Coord	25M	05	1	1.0	28.37	2,270	174	894	6	20,022	86,780
4	9000		Step	Park Maint. Worker IC	18Z	01	11	11.0	20.69	1,655	127	808	6	170,994	740,975
5	9000		Step	Park Ops Analyst 2	22	01	1	1.0	23.01	1,841	141	835	6	16,898	73,225
6	9000		Step	Park Ops Analyst 2	22	02	1	1.0	23.95	1,916	147	845	6	17,445	75,597
7	9000		Reclass	Park Ops Analyst 2	22	03	1	1.0	24.73	1,979	151	853	6	17,900	77,567
8	9000		Reclass	Park Ranger in-charge	07PM	05	1	1.0	21.79	1,743	133	821	6	16,184	70,129
9	9000		Reclass	Park Ranger in-charge	07PM	09	1	1.0	24.48	1,959	150	851	6	17,754	76,938
10	9000		Step	Park Unit Coord 1	22M	05	1	1.0	26.00	2,080	159	887	6	18,837	80,780
11	9000		Step	Park Unit Coord 1	22M	03	1	1.0	24.25	1,940	148	848	6	17,619	78,348
12	9000		Step	Park Unit Coord 2	24M	03	1	1.0	25.88	2,070	158	868	6	18,568	80,461
13	9000		Step	Park Maint Worker NM	13Z3	01	2	2.0	19.36	1,549	119	794	6	29,544	128,025
14	9000		Step	Public Services Manager	26M	03	1	1.0	28.01	2,241	171	890	6	19,809	85,640
														SUBTOTAL:	416,905
RECLASS POSITION(S):															
1	9000		Step	Heating & Vent Specialist	24M	02	1	1.0	24.96	1,997	153	856	6	18,033	78,144
2	9000		Step	Horticulture Supervisor	24M	03	1	1.0	25.88	2,070	158	868	6	18,568	80,461
3	9000		Reclass	Construction Coord	28A	16	1	1.0	31.26	2,501	191	925	6	21,704	94,051
4	9000		Step	Park Maint. Worker IC	18Z	02	11	11.0	21.25	1,700	130	815	6	174,567	756,459
5	9000		Step	Park Ops Analyst 2	22	03	1	1.0	24.73	1,979	151	853	6	17,900	77,567
6	9000		Step	Park Ops Analyst 2	22	03	1	1.0	24.73	1,979	151	853	6	17,900	77,567
7	9000		Reclass	Special Events Manager	26M	01	1	1.0	25.88	2,070	158	868	6	18,568	80,461
8	9000		Reclass	Safety, Security & Training Coord.	26	01	1	1.0	26.39	2,111	162	872	6	18,868	81,761
9	9000		Reclass	Safety, Security & Training Coord.	26	02	1	1.0	27.33	2,188	167	882	6	19,413	84,124
10	9000		Step	Park Unit Coord 2	24M	04	1	1.0	26.79	2,144	164	876	6	19,102	82,777
11	9000		Step	Park Unit Coord 1	22M	04	1	1.0	25.05	2,004	153	857	6	18,084	78,363
12	9000		Step	Park Unit Coord 2	24M	04	1	1.0	26.79	2,144	164	876	6	19,102	82,777
13	9000		Step	Park Maint Worker NM	13Z3	03	2	2.0	20.14	1,611	123	803	6	30,443	131,921
14	9000		Step	Public Services Manager	26M	05	1	1.0	29.72	2,378	182	908	6	20,809	90,171
														SUBTOTAL:	433,062
														TOTAL COST:	16,157

* Pension Fixed Rate for 2019 = 13.77% of salary (No impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):

Joe Lamm
Director of Performance, Strategy, and Budget

8/17/18
DATE

RECLASS
DAS FISCAL FORM
8/17/2018

RECLASSIFICATION DAS FISCAL FORM

Department: 1140 Human Resources

Date of Advancement Request: 8/6/2018

Date of anticipated advancement: 7/1/2018

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	2018 total	Annual Total
	EXISTING POSITION(S)*:														
1	1140	1142	00005788	Specialist HR Systems/Comp	23M	01	1	1.0	23.25	1,860	142	816	13	36,637	73,273
													SUBTOTAL:	36,637	73,273
	REALLOCATE POSITION(S)*:														
1	1140	1142	00005788	Specialist HR Systems/Comp	23M	03	1	1.0	24.80	1,984	152	833	13	38,599	77,199
													SUBTOTAL:	38,599	77,199
										TOTAL COST:				1,963	3,926

* Pension Fixed Rate for 2017 = 13.36% of salary (No impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget

8/17/2018

DATE _____

RECLASS
DAS FISCAL FORM
8/17/2018

RECLASSIFICATION DAS FISCAL FORM
Department: 1140 Human Resources
Date of Advancement Request: 8/8/2018
Date of anticipated advancement: 7/1/2018

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	2018 total	Annual Total
EXISTING POSITION(S)*:															
1	1140	1143	00076637	Human Resources Business Partner	32M	01	1	1.0	32.22	2,577	197	919	13	48,011	96,023
													SUBTOTAL:	48,011	96,023
REALLOCATE POSITION(S)*:															
1	1140	1143	00076637	Human Resources Business Partner	32M	02	1	1.0	33.67	2,693	206	935	13	49,851	99,701
													SUBTOTAL:	49,851	99,701
													TOTAL COST:	1,839	3,678

* Pension Fixed Rate for 2017 = 13.36% of salary (No impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):



Director of Performance, Strategy, and Budget

8/17/2018

DATE

RECLASS
DAS FISCAL FORM
8/17/2018

RECLASSIFICATION DAS FISCAL FORM

Department: 1140 Human Resources

Date of Advancement Request: 8/6/2018

Date of anticipated advancement: 7/1/2018

[illegible]

* Pension Fixed Rate for 2017 = 13.36% of salary (No impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget

8/17/2018

DATE _____

RECLASS
DAS FISCAL FORM
8/17/2018

RECLASSIFICATION DAS FISCAL FORM

Department: 1140 Human Resources

Date of Advancement Request: 8/6/2018

Date of anticipated advancement: 7/1/2018

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	2018 total	Annual Total	
EXISTING POSITION(S)*:																
1	1140	1144	00005736	Coordinator Pre-Employment	30M	01	1	1.0	29.43	2,354	180	887	13	44,472	88,945	
													SUBTOTAL:	44,472	88,945	
REALLOCATE POSITION(S)*:																
1	1140	1144	00005737	HR Operations Manager	32M	01	1	1.0	32.22	2,577	197	919	13	48,011	96,023	
													SUBTOTAL:	48,011	96,023	

* Pension Fixed Rate for 2017 = 13.36% of salary (No impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget

8/17/2018

DATE _____

RECLASS
DAS FISCAL FORM
8/17/2018

RECLASSIFICATION DAS FISCAL FORM
Department: 1140 Human Resources
Date of Advancement Request: 8/6/2018
Date of anticipated advancement: 7/1/2018

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	2018 total	Annual Total
EXISTING POSITION(S)*:															
1	1140	1144	00005764	Human Res Analyst 1 NM	17Z1	03	1	1.0	20.68	1,655	127	786	13	33,377	66,753
													SUBTOTAL:	33,377	66,753
REALLOCATE POSITION(S)*:															
1	1140	1144	00005766	Recruitment Representative	22M	01	1	1.0	22.34	1,787	137	805	13	35,480	70,959
													SUBTOTAL:	35,480	70,959
													TOTAL COST:	2,103	4,206

* Pension Fixed Rate for 2017 = 13.36% of salary (No Impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget



8/17/2018

DATE

RECLASS
DAS FISCAL FORM
8/17/2018

RECLASSIFICATION DAS FISCAL FORM

Department 8000 DHHS

Date of Advancement Request: 9/6/2018

Date of anticipated advancement: 7/1/2018

[illegible]

* Pension Fixed Rate for 2017 = 13.36% of salary (No impact on Health Insurance of this action)

Based on the certification provided by the department there are sufficient funds for the advancement.

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget

8/17/2018

DATE _____

RECLASS
DAS FISCAL FORM
8/15/2018

RECLASSIFICATION DAS FISCAL FORM

Department: 3400 ROD

Date of Advancement Request: 6/18/2018

Date of anticipated advancement: 7/1/2018

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	2018 total	Annual Total
EXISTING POSITION(S)*:															
1	3400	3450	00000029	Clerk Vital Records	03P	01	1	1.0	14.14	1,131	87	711	13	25,078	50,156
	3400	3450	00000029	Clerk Vital Records	03P	01	1	1.0	14.14	1,131	87	711	13	25,078	50,156
													SUBTOTAL:	50,156	100,312
REALLOCATE POSITION(S)*:															
1	3400	3450	00000029	Clerk Vital Records	03P	03	1	1.0	15.14	1,211	93	723	13	26,344	52,688
1	3400	3450	00000029	Clerk Vital Records	03P	04	1	1.0	15.64	1,251	96	728	13	26,978	53,955
													SUBTOTAL:	53,322	106,643
													TOTAL COST:	3,166	6,332

* Pension Fixed Rate for 2017 = 13.36% of salary (No impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget

8/15/2018

DATE

RECLASS
DAS FISCAL FORM

RECLASSIFICATION DAS FISCAL FORM

4000 Sheriff

8/6/2018

7/15/2018

[illegible]

* Pension Fixed Rate for 2017 = 13,36% of salary (No impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget

8/17/2018

DATE _____

RECLASS
DAS FISCAL FORM
8/17/2018

RECLASSIFICATION DAS FISCAL FORM

Department: 1151 DAS-Facilities

Date of Advancement Request: 8/6/2018

Date of anticipated advancement: 7/15/2018

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	2018 total	Annual Total
EXISTING POSITION(S)*:															
1	1151	5702	00013650	Facilities Wkr DHHS	15	05	1	1.0	20.50	1,640	125	784	12	30,596	66,292
													SUBTOTAL:	30,596	66,292
REALLOCATE POSITION(S)*:															
1	1151	5702	00013623	Facilities Grounds Worker 2 NM	16Z7	05	1	1.0	21.22	1,698	130	792	12	31,442	68,125
													SUBTOTAL:	31,442	68,125
										TOTAL COST:				846	1,834

* Pension Fixed Rate for 2017 = 13.36% of salary (No Impact on Health Insurance of this action)

Based on the attached certification provided by the department there are sufficient funds for the advancement

COMMENT/NARRATIVE (optional):

Director of Performance, Strategy, and Budget

8/17/2018

DATE _____

Appointments at an Advanced Step of the Pay Range
Personnel Committee Report
September 2018

^Bold/shaded border denotes rates of incumbents

Index #	Reason	REQUESTOR	CURRENT CLASSIFICATION	PAY GRADE	# OF STEPS ^	REQUESTED HOURLY RATE	ANNUALIZED SALARY BY STEPS	APPOINTED STEP	APPOINTED DATE	JUSTIFICATION
1	New Hire	Human Resources	Human Res Analyst 2	22M	01	\$ 22.5637	\$ 46,932.49	03	07/30/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 23.4845	\$ 48,847.71			
					03	\$ 24.2492	\$ 50,438.28			
					04	\$ 25.0470	\$ 52,097.82			
					05	\$ 25.9959	\$ 54,071.55			
2	New Hire	Human Resources	Mgmt Asst- Human Resources	06PM	01	\$ 17.4784	\$ 36,355.15	04	07/30/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 18.0952	\$ 37,637.97			
					03	\$ 18.7122	\$ 38,921.43			
					04	\$ 19.3290	\$ 40,204.24			
					05	\$ 19.9459	\$ 41,487.48			
					06	\$ 20.5626	\$ 42,770.30			
					07	\$ 21.1798	\$ 44,053.97			
					08	\$ 21.7966	\$ 45,337.00			
					09	\$ 22.4133	\$ 46,619.60			
3	New Hire	Courts	Administrative Assistant	06PM	01	\$ 17.4784	\$ 36,355.15	2	07/16/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 18.0952	\$ 37,637.97			
					03	\$ 18.7122	\$ 38,921.43			
					04	\$ 19.3290	\$ 40,204.24			
					05	\$ 19.9459	\$ 41,487.48			
					06	\$ 20.5626	\$ 42,770.30			
					07	\$ 21.1798	\$ 44,053.97			
					08	\$ 21.7966	\$ 45,337.00			
					09	\$ 22.4133	\$ 46,619.60			
4	New Hire	Sheriff	Def Sheriff 1	17BZ	01	\$ 23.8367	\$ 49,580.35	3	07/30/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 24.9885	\$ 51,976.10			
					03	\$ 26.1405	\$ 54,372.28			
					04	\$ 27.2925	\$ 56,768.45			
					05	\$ 28.4444	\$ 59,164.41			
					06	\$ 29.5962	\$ 61,560.16			
					07	\$ 30.7482	\$ 63,956.34			
					08	\$ 31.9001	\$ 66,352.30			
					09	\$ 33.0406	\$ 68,724.52			
					10	\$ 34.1925	\$ 71,120.48			
5	New Hire	Sheriff	Clerical Asst 2	04Z1	01	\$ 15.3387	\$ 31,904.57	3	07/30/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 15.7912	\$ 32,845.73			
					03	\$ 16.3295	\$ 33,985.46			
					04	\$ 16.8679	\$ 35,085.19			
					05	\$ 17.4063	\$ 36,205.14			
					06	\$ 17.9446	\$ 37,324.87			
					07	\$ 18.4829	\$ 38,444.39			
					08	\$ 19.0211	\$ 39,563.90			
					09	\$ 19.5599	\$ 40,684.49			

INFORMATIONAL ONLY

Appointments at an Advanced Step of the Pay Range
Personnel Committee Report
September 2018

^Bold/shaded border denotes rates of incumbents

Index #	Reason	REQUESTOR	CURRENT CLASSIFICATION	PAY GRADE	# OF STEPS ^	REQUESTED HOURLY RATE	ANNUALIZED SALARY BY STEPS	APPOINTED STEP	APPOINTED DATE	JUSTIFICATION
12	New Hire	Airport	Airport Security Operator	15	01	\$ 18.5088	\$ 38,498.39	4	07/16/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 19.0329	\$ 39,588.34			
					03	\$ 19.5385	\$ 40,640.13			
					04	\$ 20.1253	\$ 41,883.52			
					05	\$ 20.7054	\$ 43,067.32			
13	New Hire	Airport	Analyst Budget and Mgmt	26M	01	\$ 25.8777	\$ 53,825.53	5	07/16/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 26.7947	\$ 55,733.04			
					03	\$ 28.0077	\$ 58,256.02			
					04	\$ 28.3720	\$ 59,013.79			
					05	\$ 29.7224	\$ 61,822.66			
14	New Hire	Airport	Airport Pub Saf and Sec Cord 2	25	01	\$ 25.4570	\$ 52,950.53	4	07/16/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 26.3925	\$ 54,896.40			
					03	\$ 27.3280	\$ 56,842.27			
					04	\$ 28.5648	\$ 59,414.76			
					05	\$ 29.8045	\$ 61,993.46			
15	New Hire	Airport	Airport Ops Coordinator	22	01	\$ 23.0127	\$ 47,866.42	2	07/02/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 23.9519	\$ 49,820.00			
					03	\$ 24.7318	\$ 51,442.06			
					04	\$ 25.5455	\$ 53,134.62			
					05	\$ 26.5131	\$ 55,147.35			
16	New Hire	DHHS	Human Services Worker	16Z4	01	\$ 20.0121	\$ 41,625.20	3	07/30/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 20.1363	\$ 41,883.52			
					03	\$ 20.7054	\$ 43,067.32			
					04	\$ 21.3050	\$ 44,314.35			
					05	\$ 22.1299	\$ 46,030.27			
					06	\$ 23.0127	\$ 47,866.42			
					07	\$ 23.9519	\$ 49,820.00			
					08	\$ 24.7318	\$ 51,442.06			
					09	\$ 25.5455	\$ 53,134.62			
					10	\$ 26.5131	\$ 55,147.35			
					11	\$ 27.0095	\$ 56,179.86			
					12	\$ 27.4899	\$ 57,178.94			
17	New Hire	DHHS	Human Services Worker	16Z4	01	\$ 20.0121	\$ 41,625.20	2	07/30/2018	Training and experience exceed the maximum qualifications for this position.
					02	\$ 20.1363	\$ 41,883.52			
					03	\$ 20.7054	\$ 43,067.32			
					04	\$ 21.3050	\$ 44,314.35			
					05	\$ 22.1299	\$ 46,030.27			
					06	\$ 23.0127	\$ 47,866.42			
					07	\$ 23.9519	\$ 49,820.00			
					08	\$ 24.7318	\$ 51,442.06			
					09	\$ 25.5455	\$ 53,134.62			
					10	\$ 26.5131	\$ 55,147.35			
					11	\$ 27.0095	\$ 56,179.86			
					12	\$ 27.4899	\$ 57,178.94			

INFORMATIONAL ONLY

**REVISIONS TO Executive Compensation Plan (ECP) REPORT
Personnel Committee Meeting
September 6, 2018**

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

**Dual Appointments
Personnel Committee Meeting
September 6, 2018**

Currently, there are no "Dual Appointments" to report.

**Emergency Appointment Report
Personnel Committee Meeting
September 6, 2018**

Currently, there are no "Emergency Appointments" to report.

**Temporary Appointment Report
Personnel Committee Meeting
September 6, 2018**

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
DAS	1163	Heinrich	Kristian	61010017	Intern Information Technology	I	A	0	1/29/2018	HT

Temporary Assignment to a Higher Classification (TAHC) Report
Personnel Committee Meeting
September 6, 2018

<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>
Airport	Cortez	Reynaldo	Airport Maintenance Worker Assist IC	12	14M	Ass. Facilities Supervisor	7/26/2018		10/24/2018	Vacant Position
Courts	Smith	Trinette	Specialist Clerical Cts	05P	24M	Supervisor Operations Ct	5/7/2018	9/24/2018		Vacant Position
Courts	Jimenez	Jose	Sr. Assistant Clerical	04P	12	Clerk Court Services	8/6/2018		11/30/2018	Vacant Position
DAS	Xiong	Allen	Facilities Grounds Worker	12Z1	19	Lead Facilities Grounds Worker	7/2/2018		9/29/2018	Vacant Position
DAS	McCarthy	Jason	Facilities Grounds Supervisor	23M	33M	Facilities Grounds Manager	7/2/2018		9/29/2018	Vacant Position
MCSO	Carravetta	Patricia	Public Safety Fiscal Analyst	33JM	917E	Public Safety Fiscal Administrator	7/22/2018		10/20/2018	Vacant Position
MCSO	Emanuele	Anthony	Correction Officer	14Z1	23CM	Correction Officer Lt	6/21/2018		9/18/2018	Vacant Position
MCSO	Evans	Telia	Correction Officer	14Z1	23CM	Correction Officer Lt	7/17/2018		10/14/2018	Vacant Position
MCSO	Henderson	Tousha	Fiscal Assistant II	04Z1	05P	Fiscal Specialist	6/18/2018		9/15/2018	Vacant Position
MCSO	Ruiz	Pedro	Correction Officer	14Z1	23CM	Correction Officer Lt	7/18/2018		10/15/2018	Vacant Position
MCSO	Smoot	Brent	Deputy Sheriff	17BZ	34M	Deputy Sheriff Lt	7/24/2018		until filled	Vacant Position
MCSO	Carroll	Daniel	Correction Officer	14Z1	23CM	Correction Officer Lt	6/17/2018		9/5/2018	Vacant Position
Parks	Corrao	Paul	Park Unit Coordinator II	22M	27M	Deputy Regional Operations Manager	5/21/2018	8/18/2018		Vacant Position
Parks	Toomsen	Sarah	Manager Planning Development	38M	902E	Chief Planning and Develop	5/7/2018	11/4/2018		Vacant position
Parks	Hunn	Emilie	Park Worker 4 Seasonal	5102	15Z	Assistant Natural Areas Coordinator	7/1/2018		9/28/2018	Vacant Position
Parks	Wietrzak	Michael	Park Worker Seasonal	5108	13Z3	Park Maintenance Worker	6/3/2018		8/31/2018	Vacant Position
Zoo	Doty	Justine	Zoo Worker 3 - Seasonal	5115	15	Zookeeper	5/27/2018	8/18/2018		Vacant Position