



# Milwaukee County

County Courthouse  
901 N. 9th Street, Rm. 201  
Milwaukee, WI 53233

## Meeting Minutes Personnel Committee

*Chairperson: Supervisor James "Luigi" Schmitt*  
*Vice Chairperson: Supervisor John F. Weishan, Jr.*  
*Supervisor Anthony Staskunas*  
*Supervisor Dan Sebring*  
*Supervisor Sequanna Taylor*

*Committee Coordinator: Shanin R. Brown, (414) 278-4073*  
*Research Analyst: Steve Cady, (414) 278-4347*

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Friday, March 9, 2018

9:00 AM

Room 201B

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### Call To Order

#### Roll Call at 9:02 a.m.

**Present** 4 - Weishan Jr., Staskunas, Sebring and Schmitt

**Excused** 1 - Taylor (2)

**Supervisor Taylor (2) was not present at the time the roll was called, but appeared shortly thereafter.**

### APPOINTMENT - 1

- 1      [18-231](#)      From the County Executive, appointing Mr. David B. Kern to the Milwaukee County Personnel Review Board for a term expiring March 28, 2023.

**Attachments:**      [18-231 APPOINTMENT LETTER](#)  
                                 [18-231 BIOGRAPHY](#)

**APPEARANCES:**

Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources

Evans Gant, Director of Community Relations, Office of the County Executive

Chairman Schmitt requested that this item be temporarily laid over until later in the meeting. There being no objections by Committee members, it was so ordered by the Chairman.

A motion was made by Supervisor Staskunas that this Appointment be **RECOMMENDED FOR CONFIRMATION**. The motion **PREVAILED** by the following vote:

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

**RETIREMENT PLAN SERVICES - 1**

- 2      [18-228](#)      From the Interim Director, Retirement Plan Services, Department of Human Resources, and Director of Risk Management, Department of Administrative Services, providing an informational report regarding management's response to recommendations in Phase 3 of the Baker Tilly Agreed Upon Procedures review. **(Considered by the Committees on Personnel, and Finance and Audit)**  
**(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [18-228 REPORT](#)  
                                  [18-228 MANAGEMENT RESPONSE PLAN](#)

**APPEARANCES:**

Amy Pechacek, Interim Director, Retirement Plan Services, Department of Human Resources (DHR), and Director of Risk Management, Department of Administrative Services

Jerry Heer, Director of Audits, Audit Services Division, Office of the Comptroller  
Kerry Mitchell, Chief Human Resources Officer, DHR

A motion was made by Supervisor Weishan, Jr., that this Informational Report be **RECOMMENDED TO BE RECEIVED AND PLACED ON FILE**. The motion **PREVAILED** by the following vote:

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

**HUMAN RESOURCES - 8**

- 3      [18-134](#)      From the Chief Human Resources Officer, Department of Human Resources (DHR), requesting approval of the classification for a Clerical Specialist position (title code 00000035, pay grade 05PM) in the Retirement Plan Services Division, DHR. **(Companion Finance and Audit File No. 18-137)**

**Attachments:**      [18-134 REPORT](#)  
                                  [18-134 RESOLUTION](#)  
                                  [18-134 FISCAL NOTE](#)

**APPEARANCE:**

Amy Pechacek, Interim Director, Retirement Plan Services, Department of Human Resources, and Director of Risk Management, Department of Administrative Services

A motion was made by Supervisor Weishan, Jr., that this Action Report be **RECOMMENDED FOR ADOPTION**. The motion **PREVAILED** by the following vote:

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

- 4      [18-135](#)      From the Chief Human Resources Officer, Department of Human Resources (DHR), requesting approval of the classification for a Senior Pension Research and Compliance Analyst position (title code to be determined, pay grade 32M) in the Retirement Plan Services Division, DHR. **(Companion Finance and Audit File No. 18-138)**

**Attachments:**      [18-135 REPORT](#)  
                                 [18-135 RESOLUTION](#)  
                                 [18-135 FISCAL NOTE](#)

**APPEARANCE:**

**Amy Pechacek, Interim Director, Retirement Plan Services, Department of Human Resources, and Director of Risk Management, Department of Administrative Services**

**A motion was made by Supervisor Staskunas that this Action Report be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:**

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

- 5      [18-61](#)      From the Chief Human Resources Officer, Department of Human Resources, requesting approval of the classification for a Senior Real Estate Manager position (title code to be determined, pay grade 31M) in the Department of Health and Human Services.

**Attachments:**      [18-61 REPORT](#)  
                                 [18-61 RESOLUTION](#)  
                                 [18-61 FISCAL NOTE](#)  
                                 [18-61 SUBSTITUTE FISCAL NOTE](#)

**APPEARANCES:**

**Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources**

**James Mathy, Housing Administrator, Housing Division, Department of Health and Human Services**

**Chairman Schmitt requested that this item be temporarily laid over until later in the meeting. There being no objections by Committee members, it was so ordered by the Chairman.**

**A motion was made by Supervisor Taylor (2) that this Action Report be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:**

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

- 6      [18-62](#)      From the Chief Human Resources Officer, Department of Human Resources, requesting approval of the classification for a Restoration Ecologist position (title code to be determined, pay grade 21) in the Department of Parks, Recreation, and Culture.

**Attachments:**      [18-62 REPORT](#)  
                                 [18-62 RESOLUTION](#)  
                                 [18-62 FISCAL NOTE](#)  
                                 [18-62 SUBSTITUTE FISCAL NOTE](#)

**APPEARANCE:**

Guy Smith, Acting Director, Department of Parks, Recreation, and Culture

**A motion was made by Supervisor Staskunas that this Action Report be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:**

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

- 7      [18-130](#)      From the Chief Human Resources Officer, Department of Human Resources, requesting authorization to grant a Temporary Assignment to a Higher Classification (TAHC) for Mr. James Martin allowing him to continue to serve as Interim Director, Department of Transportation, until the position is filled permanently.

**Attachments:**      [18-130 REPORT](#)  
                                 [18-130 RESOLUTION](#)  
                                 [18-130 FISCAL NOTE](#)  
                                 [18-130 PER Amendment 1](#)

**APPEARANCE:**

Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources

**Supervisor Schmitt introduced Personnel (PER) Amendment 1, which is attached to the file.**

**A motion was made by Supervisor Schmitt that this Action Report be AMENDED with PER Amendment 1. The motion PREVAILED by the following vote:**

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

**A motion was made by Supervisor Schmitt that this Action Report be RECOMMENDED FOR ADOPTION AS AMENDED with PER Amendment 1. The motion PREVAILED by the following vote:**

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

- 8      [18-241](#)      **2018 Adopted Budget Amendment 1A011:** From the Chief Human Resources Officer, Department of Human Resources, providing an informational report regarding a pay equity plan for Airport maintenance workers at General Mitchell International Airport. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [18-241 REPORT](#)

**APPEARANCES:**

Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources

Brian Dranzik, Airport Director, General Mitchell International Airport (GMIA)

Margaret C. Daun, Corporation Counsel, Office of Corporation Counsel

Shanin R. Brown, Committee Coordinator, Office of the County Clerk

The following people appeared and spoke for information only regarding this item:

Sean Tovrtillott, Airport Maintenance Worker, GMIA

Chris Benjamin, Airport Maintenance Worker, GMIA

Ron Van de Boom, Airport Maintenance Worker, GMIA

A motion was made by Supervisor Weishan, Jr., that this Informational Report be LAID OVER FOR ONE MEETING and REFERRED back to the Department of Human Resources to submit a written informational report relative to a pay equity plan for Airport maintenance workers at General Mitchell International Airport. The motion PREVAILED by the following vote:

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

- 9      [18-10](#)      From the Chief Human Resources Officer, Department of Human Resources, providing an informational report regarding: Reclassification of Existing positions (classified and unclassified); Advancements within the Pay Range; Appointments at an Advanced Step of the Pay Range; Revisions to Executive Compensation Plan positions; Dual Employment; Emergency Appointments; Temporary Appointments; and Temporary Assignments to a Higher Classification. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [18-10 MARCH REPORT](#)

[18-10 OBJECTION LETTER \(03/06/18\)](#)

**APPEARANCE:**

Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources

Supervisor Weishan, Jr., requested a written definition of reclassifications and reallocations be provided by Ms. Mitchell and submitted to all Committee members.

This Reference File was DISCUSSED WITH NO ACTION TAKEN.

- 10      [18-182](#)      From the Wellness Coordinator, Department of Human Resources, providing an informational report regarding the progress of Milwaukee County's Wellness Initiatives. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [18-182 REPORT](#)  
                                  [18-182 PRESENTATION](#)

**APPEARANCE:**  
Claire Miller, Wellness Coordinator, Department of Human Resources

This Informational Report was DISCUSSED WITH NO ACTION TAKEN.

### **MILWAUKEE COUNTY BOARD OF SUPERVISORS - 1**

- 11      [18-261](#)      From the Milwaukee County Board of Supervisors, requesting a written informational report from the Chief Human Resources Officer, Department of Human Resources, regarding the County's policies on severance, including a summary of expenditures for packages by department and year that have been issued by the Administration between 2012 and 2018. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**APPEARANCES:**  
Kerry Mitchell, Chief Human Resources Officer, Department of Human Resources  
Shanin R. Brown, Committee Coordinator, Office of the County Clerk

A motion was made by Supervisor Weishan, Jr., that this Informational Report be LAID OVER FOR ONE MEETING. The motion PREVAILED by the following vote:

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

**OFFICE OF THE SHERIFF - 4**

- 12      [18-250](#)      From the Deputy Inspector, Office of the Sheriff, requesting retroactive extensions of the Temporary Assignment to a Higher Classification (TAHC) for the following individuals: Jason W. Hodel to Captain; Paul S. Thompson to Captain; Sarah A. Wronski to Captain; Mary K. Sawczuk to Lieutenant; Brent R. Smoot to Lieutenant; and James J. Novotny to Lieutenant for continuity of day-to-day operations through July 23, 2018, or until the positions are permanently filled.

**Attachments:**      [18-250 REPORT](#)  
                                  [18-250 RESOLUTION](#)  
                                  [18-250 FISCAL NOTE](#)

**APPEARANCES:**

Deputy Inspector Tobie Weberg, Office of the Sheriff  
William Lethlean, Public Safety Fiscal Administrator, Office of the Sheriff

A motion was made by Supervisor Sebring that this Action Report be **RECOMMENDED FOR ADOPTION**. The motion **PREVAILED** by the following vote:

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

- 13      [18-252](#)      From the Deputy Inspector, Office of the Sheriff, requesting authorization for the Acting Sheriff to grant a leave of absence to Mr. Tobie Weberg, currently serving in the unclassified service of Deputy Inspector, to assume a position in the unclassified service of Inspector, pursuant to Section 17.193(1) and (2) of the Milwaukee County Code of General Ordinances.

**Attachments:**      [18-252 REPORT](#)  
                                  [18-252 RESOLUTION](#)  
                                  [18-252 FISCAL NOTE](#)

**APPEARANCE:**

William Lethlean, Public Safety Fiscal Administrator, Office of the Sheriff

Deputy Inspector Tobie Weberg, Office of the Sheriff, appeared but did not speak regarding this item.

A motion was made by Supervisor Taylor (2) that this Action Report be **RECOMMENDED FOR ADOPTION**. The motion **PREVAILED** by the following vote:

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

- 14      [18-253](#)      From the Deputy Inspector, Office of the Sheriff, requesting authorization for the Acting Sheriff to grant a leave of absence to Mr. Brian M. Barkow, currently serving in the classified service of Deputy Sheriff Captain, to assume a position in the unclassified service of Deputy Inspector, pursuant to Section 17.193(1) and (2) of the Milwaukee County Code of General Ordinances.

**Attachments:**      [18-253 REPORT](#)  
                                  [18-253 RESOLUTION](#)  
                                  [18-253 FISCAL NOTE](#)

**APPEARANCE:**

**William Lethlean, Public Safety Fiscal Administrator, Office of the Sheriff**

**Deputy Inspector Tobie Weberg, Office of the Sheriff, appeared but did not speak regarding this item.**

**A motion was made by Supervisor Weishan, Jr., that this Action Report be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:**

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt

- 15      [18-254](#)      From the Deputy Inspector, Office of the Sheriff, requesting authorization for the Acting Sheriff to grant a leave of absence to Mr. Daniel R. Hughes, currently serving in the classified service of Deputy Sheriff Captain, to assume a position in the unclassified service of Deputy Inspector, pursuant to Section 17.193(1) and (2) of the Milwaukee County Code of General Ordinances.

**Attachments:**      [18-254 REPORT](#)  
                                  [18-254 RESOLUTION](#)  
                                  [18-254 FISCAL NOTE](#)

**Deputy Inspector Tobie Weberg, and William Lethlean, Public Safety Fiscal Administrator, Office of the Sheriff, appeared but did not speak regarding this item.**

**A motion was made by Supervisor Weishan, Jr., that this Action Report be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:**

**Aye:** 5 - Weishan Jr., Staskunas, Sebring, Taylor (2) and Schmitt



**DEPARTMENT OF ADMINISTRATIVE SERVICES - 1**

- 16      [18-170](#)      From the Director, Department of Administrative Services, providing an informational report regarding presentations from the December 12, 2017, and January 23, 2018, meetings of the Retirement Sustainability Taskforce. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [18-170 REPORT](#)  
[18-170 POTENTIAL CRITERIA FOR REVIEWING REDESIGN OPTIONS](#)  
[18-170 BENEFIT DESIGN OPTIONS](#)  
[18-170 OPTIONS FOR NEW PLAN DESIGN](#)  
[18-170 CRITERIA FOR EVALUATING REDESIGN OPTIONS](#)

**APPEARANCES:**

Teig Whaley-Smith, Director, Department of Administrative Services  
Jerry Heer, Director of Audits, Audit Services Division, Office of the Comptroller  
Margaret C. Daun, Corporation Counsel, Office of Corporation Counsel

This Informational report was DISCUSSED WITH NO ACTION TAKEN.

The foregoing items were not necessarily considered in agenda order.

Length of meeting: 9:02 a.m. to 11:32 a.m.

Adjourned,  
Shanin R. Brown  
Committee Coordinator  
Committee on Personnel