

# **Milwaukee County**

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

# **Meeting Minutes**

# **Personnel Committee**

Chairperson: Supervisor Willie Johnson, Jr. Vice Chairperson: Supervisor Patti Logsdon Supervisor Anthony Staskunas Supervisor Steven Shea Supervisor Dyango Zerpa

Committee Coordinator: Shanin R. Brown, (414) 278-4073 Director of Research and Policy: Steve Cady, (414) 278-4347

Tuesday, May 17, 2022	9:30 AM	Microsoft Teams
		County Legislative Information Center

VIRTUAL MEETING

This meeting was live-streamed on the County Legislative Information Center: https://milwaukeecounty.legistar.com/Calendar.aspx

Prior to the meeting being called to order, Chairman Johnson, Jr., removed Items 17 and 20 from the agenda.

# Call To Order

# Roll Call at 9:31 a.m.

Present 5 - Logsdon, Staskunas, Shea, Zerpa and Johnson Jr.

# **DEPARTMENT OF ADMINISTRATIVE SERVICES - 1**

122-566Extension for a Temporary Assignment to a Higher Classification (TAHC)<br/>for the Mechanical Services Manager from May 14, 2022 through August<br/>11, 2022, or until the position is filled, whichever is earlier.

Attachments:22-566 REPORT22-566 RESOLUTION22-566 FISCAL NOTE22-566 COUNTY BOARD RESOLUTION

## APPEARANCE:

Tim Christian, Director of Operations and Maintenance, Facilities Management Division, Department of Administrative Services

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

# **DEPARTMENT OF PARKS, RECREATION, AND CULTURE - 1**

2 <u>22-545</u> From the Executive Director of Parks requesting authorization to continue the extension of Jeffrey Orlowski's TAHC to the position of Director of Recreation and Business Services from April 4, 2022 through September 4, 2022 or until the position is filled.

Attachments:22-545 REPORT22-545 RESOLUTION22-545 FISCAL NOTE22-545 COUNTY BOARD RESOLUTION

### APPEARANCE:

Emira Hayes, Human Resources Business Partner, Department of Human Resources

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

Aye: 5 - Logsdon, Staskunas, Shea, Zerpa and Johnson Jr.

# **DEPARTMENT OF TRANSPORTATION - 1**

3 <u>22-581</u> The Director of Transportation requests the County Board grant an extension for the Temporary Assignment to a Higher Classification (TAHC) for the Airport Fire Chief beyond 180 days per Chapter 17.085(1)(a).

 Attachments:
 22-581 REPORT

 22-581 RESOLUTION

 22-581 FISCAL NOTE

 22-581 CORRECTED FISCAL NOTE (received 04/27/22)

 22-581 COUNTY BOARD RESOLUTION

### APPEARANCE:

Brian Dranzik, Airport Director, Milwaukee Mitchell International Airport

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

# **DEPARTMENT OF HEALTH AND HUMAN SERVICES - 1**

4 <u>22-562</u> A report from the Director, Department of Health and Human Services, requesting to implement a short-term and retroactive \$2.75 per hour premium pay increase for Adult Protective Services (APS) staff in DHHS utilizing funding authorized under the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act of 2021. (Referred to the Committees on Personnel; and Finance)

> Attachments: 22-562 REPORT 22-562 RESOLUTION 22-562 FISCAL NOTE 22-562 PERSONNEL AMENDMENT I (Adopted; Vote 5-0)

### **APPEARANCE:**

Marietta Luster, Administrator, Aging and Disabilities Services Division, Department of Health and Human Services

This Action Report was temporarily laid over until later in the meeting by unanimous consent of Committee members.

A motion was made by Supervisor Logsdon that this Action Report be RECOMMENDED FOR ADOPTION. No vote was taken due to a subsequent motion which took precedence.

Supervisor Logsdon introduced Personnel Amendment I, which is attached to this file.

A motion was made by Supervisor Logsdon that this Action Report be AMENDED with Personnel Amendment I. The motion PREVAILED by the following vote:

Aye: 5 - Logsdon, Staskunas, Shea, Zerpa and Johnson Jr.

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

# **MENTAL HEALTH BOARD - 1**

5 <u>22-624</u> From the Milwaukee County Mental Health Board Chairperson Providing a Report Regarding Cost of Living and Pay Grade Adjustments for Behavioral Health Services Employees. (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)

 Attachments:
 22-624 REPORT

 22-624 REVISED REPORT (received 05/12/22)

 22-624 OSBP QUARTERLY UPDATE TO MHB (received 05/12/22)

 22-624 ADMINISTRATION'S RESPONSE TO BHD PAY INCREASES

 (received 05/12/22)

 22-624 COUNTY BOARD RESOLUTION

### **APPEARANCES:**

Kathleen Flynn-Post, Research Analyst, Milwaukee County Mental Health Board (MHB), Behavioral Health Division (BHD) Mary Neubauer, Vice-Chairperson, MHB-BHD Joe Lamers, Director, Office of Strategy, Budget, and Performance Tom Lutzow, Finance Committee Chairperson, MHB-BHD Margo Franklin, Chief Human Resources Office, Department of Human Resources Margaret C. Daun, Corporation Counsel, Office of Corporation Counsel

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

Aye: 5 - Logsdon, Staskunas, Shea, Zerpa and Johnson Jr.

# **DEPARTMENT OF HUMAN RESOURCES - 20**

6

22-526

From the Chief Human Resources Officer, Department of Human Resources, submitting an informational report that provides an overview of the Department of Human Resources. (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)

Attachments: 22-526 MEMO

22-526 PRESENTATION

#### **APPEARANCE:**

Margo Franklin, Chief Human Resources Office, Department of Human Resources

This Informational Report was DISCUSSED WITH NO ACTION TAKEN.

# Items 7 through 9 were considered together.

7 <u>22-403</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of two (2), Full Time Equivalent, Paramedic positions (pay grade 18) in the Milwaukee County Office of Emergency Management. (Companion Finance File No. 22-354)

> Attachments: 22-403 REPORT 22-403 RESOLUTION 22-403 FISCAL NOTE 22-403 COUNTY BOARD RESOLUTION

## **APPEARANCES:**

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources Cassandra Libal, Director, Office of Emergency Management (OEM) Dan Pojar, Director, Emergency Medical Services Division, OEM

Items 7 through 9 were considered together.

A motion was made by Supervisor Logsdon that the Action Reports associated with Items 7 through 9 be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

8 22-405 From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of two (2), Full Time Equivalent, Emergency Medical Technician (EMT) positions (pay grade 16) in the Milwaukee County Office of Emergency Management. (Companion Finance File No. 22-353)

> Attachments: 22-405 REPORT 22-405 RESOLUTION 22-405 FISCAL NOTE 22-405 COUNTY BOARD RESOLUTION

**APPEARANCES:** 

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources Cassandra Libal, Director, Office of Emergency Management (OEM) Dan Pojar, Director, Emergency Medical Services Division, OEM

Items 7 through 9 were considered together.

A motion was made by Supervisor Logsdon that the Action Reports associated with Items 7 through 9 be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

Aye: 5 - Logsdon, Staskunas, Shea, Zerpa and Johnson Jr.

9 22-406 From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, EMS Lieutenant position (pay grade 23M) in the Milwaukee County Office of Emergency Management. (Companion Finance File No. 22-352)

> Attachments: 22-406 REPORT 22-406 RESOLUTION 22-406 FISCAL NOTE 22-406 COUNTY BOARD RESOLUTION

### APPEARANCES:

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources Cassandra Libal, Director, Office of Emergency Management (OEM) Dan Pojar, Director, Emergency Medical Services Division, OEM

Items 7 through 9 were considered together.

A motion was made by Supervisor Logsdon that the Action Reports associated with Items 7 through 9 be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

10 22-408 From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, ADRC Professional Information and Assistance (I&A) position (pay grade 16Z4) in the Milwaukee County Department of Health and Human Services. (Companion Finance File No. 22-319)

> Attachments: 22-408 REPORT 22-408 RESOLUTION 22-408 FISCAL NOTE 22-408 COUNTY BOARD RESOLUTION

#### **APPEARANCE:**

Marietta Luster, Administrator, Aging and Disabilities Services Division, Department of Health and Human Services

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

Aye: 5 - Logsdon, Staskunas, Shea, Zerpa and Johnson Jr.

11 <u>22-409</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Director of Equity Operations position (pay grade 902E) in the Milwaukee County Office of Equity. (Companion Finance File No. 22-343)

> Attachments: 22-409 REPORT 22-409 RESOLUTION 22-409 FISCAL NOTE 22-409 COUNTY BOARD RESOLUTION

#### **APPEARANCES:**

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources Jeff Roman, Chief Equity Officer, Office of Equity

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

## Items 12 through 14 were considered together.

12 22-573 From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Assistant Chief Deputy Clerk Sr Adm position (pay grade 916E) in the Milwaukee County Department of Combined Court Related Operations. (Companion Finance File No. 22-538)

Attachments:22-573 REPORT22-573 RESOLUTION22-573 FISCAL NOTE22-573 JOB EVALUATION QUESTIONNAIRE22-573 COUNTY BOARD RESOLUTION

#### **APPEARANCES:**

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources George L. Christenson, Milwaukee County Clerk of Circuit Court, Combined Court Related Operations

Items 12 through 14 were considered together.

A motion was made by Supervisor Logsdon that the Action Reports associated with Items 12 through 14 be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

**13** <u>22-578</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of seven, Full Time Equivalent, Deputy Court Clerk positions (pay grade 25K) in the Milwaukee County Department of Combined Court Related Operations. (Companion Finance File No. 22-547)

Attachments:22-578 REPORT22-578 RESOLUTION22-578 FISCAL NOTE22-578 JOB EVALUATION QUESTIONNAIRE22-578 COUNTY BOARD RESOLUTION

**APPEARANCES:** 

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources George L. Christenson, Milwaukee County Clerk of Circuit Court, Combined Court Related Operations

Items 12 through 14 were considered together.

A motion was made by Supervisor Logsdon that the Action Reports associated with Items 12 through 14 be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

14 <u>22-580</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of five, Full Time Equivalent, Specialist Clerical Cts positions (pay grade 05P) in the Milwaukee County Department of Combined Court Related Operations. (Companion Finance File No. 22-547)

<u>Attachments:</u>	22-580 REPORT	
	22-580 CORRECTED REPORT (received 04/26/22)	
	22-580 RESOLUTION	
	22-580 CORRECTED RESOLUTION (received 04/26/22)	
	22-580 FISCAL NOTE	
	22-580 JOB EVALUATION QUESTIONNAIRE	
	22-580 COUNTY BOARD RESOLUTION	

**APPEARANCES:** 

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources George L. Christenson, Milwaukee County Clerk of Circuit Court, Combined Court Related Operations

Items 12 through 14 were considered together.

A motion was made by Supervisor Logsdon that the Action Reports associated with Items 12 through 14 be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

**15** <u>22-591</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Community Intervention Specialist position (pay grade 24) in the Milwaukee County Department of Health and Human Services. **(Companion Finance File No. 22-494)** 

Attachments:22-591 REPORT22-591 RESOLUTION22-591 FISCAL NOTE22-591 JOB EVALUATION QUESTIONNAIRE22-591 COUNTY BOARD RESOLUTION

**APPEARANCES:** 

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources Clare O'Brien, Budget and Policy Director, Department of Health and Human Services (DHHS) Kelly Pethke, Interim Administrator, Children, Youth, and Family Services Division, DHHS

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

Aye: 5 - Logsdon, Staskunas, Shea, Zerpa and Johnson Jr.

- **16** <u>22-598</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Senior Accountant position (pay grade 28M) in the Milwaukee County Department of Health and Human Services. **(Companion Finance File No. 22-493)** 
  - Attachments:22-598 REPORT22-598 RESOLUTION22-598 FISCAL NOTE22-598 JOB EVALUATION QUESTIONNAIRE22-598 COUNTY BOARD RESOLUTION

### **APPEARANCES:**

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources Clare O'Brien, Budget and Policy Director, Department of Health and Human Services

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

**17** <u>22-607</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Accountant position (pay grade 25M) in the Milwaukee County General Mitchell International Airport. **(Companion Finance File No. 22-584)** 

<u>Attachments:</u>	<u>22-607 REPORT</u>
	22-607 CORRECTED REPORT (received 04/25/22)
	22-607 RESOLUTION
	22-607 CORRECTED RESOLUTION (received 04/25/22)
	22-607 FISCAL NOTE
	22-607 CORRECTED FISCAL NOTE (received 04/25/22)
	22-607 JOB EVALUATION QUESTIONNAIRE
	22-607 CORRECTED JOB EVALUATION QUESTIONNAIRE (received 04/25/22)

Item 17 was removed from the agenda prior to the start of the meeting.

## Items 18 and 19 were considered together.

- **18** <u>22-609</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, HVAC Supervisor position (pay grade 5423) in the Milwaukee County General Mitchell International Airport. **(Companion Finance File No. 22-584)** 
  - Attachments:22-609 REPORT22-609 RESOLUTION22-609 FISCAL NOTE22-609 JOB EVALUATION QUESTIONNAIRE22-609 COUNTY BOARD RESOLUTION

## APPEARANCE:

James Martin, Director of Finance and Administration, Milwaukee Mitchell International Airport

Items 18 and 19 were considered together.

A motion was made by Supervisor Logsdon that the Action Reports associated with Items 18 and 19 be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

**19** <u>22-611</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Manager Contract position (pay grade 901E) in the Milwaukee County General Mitchell International Airport. **(Companion Finance File No. 22-584)** 

<u>Attachments:</u>	22-611 REPORT
	22-611 RESOLUTION
	22-611 FISCAL NOTE
	22-611 JOB EVALUATION QUESTIONNAIRE
	22-611 COUNTY BOARD RESOLUTION

#### **APPEARANCE:**

James Martin, Director of Finance and Administration, Milwaukee Mitchell International Airport

Items 18 and 19 were considered together.

A motion was made by Supervisor Logsdon that the Action Reports associated with Items 18 and 19 be RECOMMENDED FOR ADOPTION. The motion PREVAILED by the following vote:

Aye: 5 - Logsdon, Staskunas, Shea, Zerpa and Johnson Jr.

20 <u>22-613</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of three, Full Time Equivalent, Senior Accountant positions (pay grade 28M) in the Milwaukee County General Mitchell International Airport. (Companion Finance File No. 22-584)

<u>Attachments:</u>	22-613 REPORT	
	22-613 RESOLUTION	
	22-613 FISCAL NOTE	
	22-613 JOB EVALUATION QUESTIONNAIRE	

Item 20 was removed from the agenda prior to the start of the meeting.

21 22-615 From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Management Assistant position (pay grade 06PM) in the Milwaukee County Department of Human Resources. (Companion Finance File No. 22-606)

Attachments:22-615 REPORT22-615 RESOLUTION22-615 FISCAL NOTE22-615 JOB EVALUATION QUESTIONNAIRE22-615 COUNTY BOARD RESOLUTION

**APPEARANCES:** 

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources (DHR) Margo Franklin, Chief Human Resources Officer, DHR George L. Christenson, Milwaukee County Clerk of Circuit Court, Combined Court Related Operations

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

- Aye: 4 Logsdon, Shea, Zerpa and Johnson Jr.
- Excused: 1 Staskunas

**22** <u>22-616</u>

From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Manager position (pay grade 35M) in the Milwaukee County Department of Human Resources. (Companion Finance File No. 22-606)

<u>Attachments:</u>	22-616 REPORT
	22-616 RESOLUTION
	22-616 FISCAL NOTE
	22-616 JOB EVALUATION QUESTIONNAIRE
	22-616 COUNTY BOARD RESOLUTION

**APPEARANCES:** 

Margo Franklin, Chief Human Resources Officer, Department of Human Resources George L. Christenson, Milwaukee County Clerk of Circuit Court, Combined Court Related Operations

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

Aye: 4 - Logsdon, Shea, Zerpa and Johnson Jr.

#### **Excused:** 1 - Staskunas

- 23 <u>22-618</u> From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, Requesting Reallocation of (1) Mechanic - (Location 430 - House of Correction, Dept-4315-Maintenance)
  - Attachments:22-618 REPORT22-618 RESOLUTION22-618 FISCAL NOTE22-618 JOB EVALUATION QUESTIONNAIRE22-618 COUNTY BOARD RESOLUTION

### **APPEARANCES:**

Chantell Jewell, Superintendent, House of Correction Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources

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

Aye: 4 - Logsdon, Shea, Zerpa and Johnson Jr.

**Excused:** 1 - Staskunas

- 24 22-620 From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, Requesting Reallocation of 6) Asst Sen Crimes Vit Adv NM; (32) Vict Wit Advocate U NM; and (1) Vict Wit Advocate BL SP U NM (Location 450 - District Attorney, Dept 4501- District Atty - General)
  - Attachments:22-620 REPORT22-620 RESOLUTION22-620 FISCAL NOTE22-620 JOB EVALUATION QUESTIONNAIRE22-620 COUNTY BOARD RESOLUTION

### **APPEARANCE:**

John Chisholm, Milwaukee County District Attorney, Office of the District Attorney

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

- Aye: 4 Logsdon, Shea, Zerpa and Johnson Jr.
- Excused: 1 Staskunas

25 <u>22-9</u> 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: 22-9 MAY REPORT 22-9 COUNTY BOARD RESOLUTION

APPEARANCES:

Dean Legler, Director of Compensation/Human Resources Information Systems, Department of Human Resources Steve Cady, Director, Research Services Division, Office of the Comptroller Margaret C. Daun, Corporation Counsel, Office of Corporation Counsel

A motion was made by Supervisor Shea that the May 2022 Report for this Reference File be APPROVED. He later withdrew the motion, therefore no vote was taken.

A motion was made by Supervisor Shea that the May 2022 Report for this Reference File be RECOMMENDED TO BE RECEIVED AND PLACED ON FILE. The motion PREVAILED by the following vote:

- Aye: 4 Logsdon, Shea, Zerpa and Johnson Jr.
- Excused: 1 Staskunas

## E-COMMENTS - 1

26 <u>22-8</u> eComments submitted to the Committee on Personnel via the County Legislative Information Center (CLIC). (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)

\*The Office of the County Clerk collects eComments via CLIC, and appends these official public records to Reference File No. 22-8 at the conclusion of each meeting.

There were no appearances for this item.

There were no eComments submitted for the May 17, 2022, meeting.

The May 17, 2022, record of eComments was DISCUSSED WITH NO ACTION TAKEN.

The foregoing items were not considered in agenda order.

Length of meeting: 9:31 a.m. to 12:24 p.m.

Adjourned,

Shanin R. Brown Committee Coordinator Legislative Services Division, Office of the County Clerk Committee on Personnel

<u>Deadline for the next meeting:</u> <u>The next regular meeting for the Committee on Personnel will be Tuesday, June 7,</u> <u>2022, at 9:30 a.m.</u>

Approval Tracking System review must be completed in Legistar on or before WEDNESDAY, May 18, 2022, by 5:00 p.m., for the June meeting cycle.