

MILWAUKEE COUNTY
CIVIL SERVICE COMMISSION MEETING
Thursday, December 19, 2013, 2:00 pm
Courthouse Room 201-B

Minutes

ROLL CALL:

Present: Anne Szczygiel, Chair, Mary Ellen Powers, Arthur Phillips,
Absent: Maria Monteagudo

OLD BUSINESS: None

NEW BUSINESS:

1. The Secretary to the Civil Service Commission requests the approval of the Civil Service Commission minutes from October 2, 2013.

Recommendation of the Department of Human Resources: Approve

ACTION: Mary Ellen Powers made a motion to approve the minutes; it was seconded by Arthur Phillips.

Ayes – 4: Mary Ellen Powers, Erbert Johnson, Arthur Phillips, Anne Szczygiel.

Noes – 0

2. The Secretary to the Civil Service Commission forwards the minutes of the Milwaukee County Personnel Review Board of September 12, September 17, October 1, October 15, October 29 & November 12, 2013.

Recommendation of the Department of Human Resources: Receive & Place on File

ACTION: So ordered.

3. Appeal from Paula Williams in pursuant to Milwaukee County Civil Service Rule VIII—Section 9 – Appeal to Civil Service Commission. Ms. Williams is requesting a leave of absence without pay that was denied by the Department of Child Support.

(Per Section 19.85(1)(f) of the Wisconsin Statutes, the Civil Service Commission may convene into closed session to discuss this item and may reconvene into open session to take action on the item.)

Appearances: Molly Zillig, Corporation Counsel. *(At 1:50 p.m. before the meeting started I received a call from Paula Williams advising that she will not be coming to the meeting and wanted to reschedule. I advised that the decision was not up to me, but the Committee.)*

ACTION: Erbert Johnson made a motion to stay until after the ERD Hearing is complete; it was seconded by Arthur Phillips.

Ayes – 4: Mary Ellen Powers, Erbert Johnson, Arthur Phillips, Anne Szczygiel.

Noes – 0

4. 2014 Civil Service Commission and Finance, Audit & Personnel Committee meeting dates.

Recommendation of the Department of Human Resources: Receive & Place on File

ACTION: So ordered.

5. Election of Civil Service Commission officers for 2014.

ACTION: Erbert Johnson made a motion to keep the existing officers (Anne Szczygiel-President & Mary Ellen Powers-Vice President) in the existing roles for 2014; it was seconded by Arthur Phillips.

Ayes – 4: Mary Ellen Powers, Erbert Johnson, Arthur Phillips, Anne Szczygiel.

Noes – 0

6. Consideration of retention of independent legal counsel for the Civil Service Commission.

ACTION: Erbert Johnson made a motion to retain the current legal counsel for 2014; it was seconded by Mary Ellen Powers.

Ayes – 4: Mary Ellen Powers, Erbert Johnson, Arthur Phillips, Anne Szczygiel.

Noes – 0

Meeting adjourned at 2:50 pm.

Approved by:


Kerry J. Mitchell
Director, Department of Human Resources

KJM:jam

ATTCH

C: Personnel Review Board

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE : January 15, 2014

TO : Department Heads

FROM : Rick Ceschin, Deputy Director, Department of Human Resources & Civil Service
Commission Secretary

SUBJECT : **2014 CIVIL SERVICE COMMISSION & FINANCE, PERSONNEL & AUDIT
COMMITTEE MEETINGS**

Below, please find the Civil Service Commission meeting schedule for the year 2014, followed by the Finance, Personnel & Audit Committee meeting schedule.

CIVIL SERVICE

Thursday, February 27, 2014	2:00 pm, Room 306, Courthouse
Thursday, May 22, 2014	2:00 pm, Room 306, Courthouse
Wednesday, October 1, 2014	2:00 pm, Room 306, Courthouse
Wednesday, December 17, 2014	2:00 pm, Room 306, Courthouse

Please submit your agenda items no less than one week before the meeting.
Additional meetings will be scheduled as necessary.

FINANCE, PERSONNEL & AUDIT COMMITTEES

January 30, 2014	9:00 am, Room 203-R, Courthouse Personnel related items were due into HR no later than 12/2/13.
March 13, 2014	9:00 am, Room 203-R, Courthouse Personnel related items are due into HR no later than 2/3/14.
April 17, 2014	9:00 am, Room 203-R, Courthouse Personnel related items are due into HR no later than 3/3/14.

May 15, 2014	9:00 am, Room 203-R, Courthouse Personnel related items are due into HR no later than 4/1/14.
June 20, 2014	9:00 am, Room 203-R, Courthouse Personnel related items are due into HR no later than 5/1/14.
July 24, 2014	9:00 am, Room 203-R, Courthouse Personnel related items are due into HR no later than 5/30/14 .
August 2014	No Finance, Personnel & Audit Committee meeting.
September 18, 2014	9:00 am, Room 203-R, Courthouse Personnel related items are due into HR no later than 8/1/14.
October 30, 2014	9:00 am, Room 203-R, Courthouse Personnel related items are due into HR no later than 9/2/14 .
November 2014	No Finance, Personnel & Audit Committee meeting.
December 11, 2014	9:00 am, Room 203-R, Courthouse Personnel related items are due into HR no later than 10/31/14 .
January 29, 2015	9:00 am, Room 203-R, Courthouse Personnel related items are due into HR no later than 12/1/14.

Please contact me with any questions about the schedules outlined above. Thank you.

RC:jam

Cc: Civil Service Commission
Supervisor Willie Johnson Jr., Co-chair, Finance, Personnel & Audit Committee
Supervisor David Cullen, Co-chair, Finance, Personnel & Audit Committee
HR Managers & Coordinators
HR Compensation

Milwaukee County Personnel Review Board

Meeting Minutes

I. Roll Call

Board Member Susan A. Lueger called to order the regular meeting of the Personnel Review Board at 9:05 AM on Tuesday, November 26, 2013 in Room 203-R of the Milwaukee County Courthouse.

The following Board Members were present: Ms. Susan A. Lueger, Ms. Jacqueline V. Russell, Ms. Melissa D. Hudson, and Ms. Mary K. Bruno.

II. Approval of Minutes

Ms. Bruno moved, Ms. Russell seconded and the Board, by vote of 4-0, approved the minutes of the November 12, 2013 meeting.

III. Communications and/or comments from the public, if any

None

IV. Correspondence

None

V. Update

A. DISCHARGE

RAHSAAN J. GIBSON, Airport Maintenance Worker, DOT – Airport

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel for the appointing authority, that the department and Mr. Gibson had reached a written resolution agreement. Sean Moore, Human Resources Coordinator, Department of Transportation, concurred.

The terms of the written agreement are as follows:

- The charges are well founded.
- All time off shall be treated as a disciplinary suspension without pay.
- In lieu of discharge, the employees shall be reinstated pursuant to the terms of a reevaluation period and the terms of this agreement.
- The employee shall serve a 2,080 straight time hours worked reevaluation period.

Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), accepted this written agreement and closed this case.

VI. Hearings

A. DISCHARGES

KEVIN G. WHEELER, Deputy Sheriff 1, SHERIFF

The Board heard the request of Attorney Graham Wiemer, MacGillis Wiemer, LLC, legal counsel for the Deputy Sheriff's Association, to continue the matter for an update report on December 10, 2013. Molly Zillig, Principal Assistant Corporation counsel, legal counsel for the appointing authority, concurred. Ms. Bruno moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), continued the matter of Kevin G. Wheeler for an update report on Tuesday, December 10, 2013.

STEVEN J. DESCHAIINE, Auto & Equipment Service Tech, DOT - Fleet

(Refer to Agenda item VII A for the Decision)

B. SUSPENSIONS

DERRICK V. WILLIAMS, Correctional Officer 1, SHERIFF

SUS dated 02/21/13 for IA # 13-011 for 2 days

SUS dated 08/08/13 for IA # 13-189 for 1 day

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel for the appointing authority, that Derrick V. Williams had submitted a signed waiver of hearing on the Notices of Suspension. Attorney Craig Johnson, Sweet and Associates, LLC, legal counsel for District Council 48, AFSCME, concurred. Ms. Bruno moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), accepted the waiver of Derrick V. Williams and closed these cases.

DERRICK V. WILLIAMS, Correctional Officer 1, SHERIFF

SUS dated 10/11/12 for IA # 12-262 for 30 days

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel, that the parties had reached a written resolution agreement. Attorney Craig Johnson, Sweet and Associates, LLC, legal counsel for District Council 48, AFSCME, concurred.

The terms of the written agreement are as follows:

- The charges are well founded.
- The 30-day suspension shall be reduced to a 25-day suspension.

Ms. Bruno moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), accepted the written agreement and closed this case.

SCOTT J. WILLIAMS, Correctional Officer 1, SHERIFF

The Board heard the request of Calvin Lee, Staff Representative, District Council 48, that Scott J. Williams signed a waiver of suspension form. Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), accepted the waiver of Scott J. Williams and closed this case.

VII. Hearings

A. **DISCHARGE**

STEVEN J. DESCHAINED, Auto & Equipment Service Tech, DOT - Fleet

Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0) found the evidence was sufficient to sustain violations of Civil Service Rule VII, Section (cc), and upheld the discharge.

VIII. Adjournment

Ms. Russell moved, Ms. Hudson seconded, and the Board, by vote of 4-0, adjourned the meeting at 9:30 AM.

Minutes submitted by: Charmaine J. Gee, Administrative Assistant

Milwaukee County Personnel Review Board

Meeting Minutes

I. Roll Call

Board President Susan A. Lueger called to order the regular meeting of the Personnel Review Board at 9:03 AM on Tuesday, December 10, 2013 in Room 203-R of the Milwaukee County Courthouse.

The following Board Members were present: Ms. Susan A. Lueger, Ms. Jacqueline V. Russell, Ms. Melissa D. Hudson, and Ms. Mary K. Bruno.

II. Approval of Minutes

Ms. Hudson moved, Ms. Russell seconded and the Board, by vote of 4-0, approved the minutes of the November 26, 2013 meeting.

III. Communications and/or comments from the public, if any

The Board heard the request of Attorney Teresa Mambu-Rasch to place the Brittney Mason-Gordon matter on to the Board's agenda for a status update pending back pay that was awarded by the Board on October 29, 2013. The appointing authority appeared by Attorney Lee Jones, Principal Assistant Corporation Counsel, did not object and stated for the record that the department is waiting on confirmation of payment from Human Resources. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0) placed the matter of Brittney M. Mason-Gordon on the calendar for an update on January 7, 2014.

IV. Correspondence

A letter to the Personnel Review Board from Attorney Mark Sweet, Sweet and Associates, LLC, requesting an extension of time, until January 13, 2014, to respond to the County's Motion to Deny a Request for Hearing in the Carol Beck matter. Attorney Paul Kuglitsch, Principal Assistant Corporation Counsel, legal counsel for the appointing authority, had no objection.

Ms. Lueger outlined the following briefing schedule:

- Attorney Sweet brief due by January 13, 2014
- Corporation Counsel response due by January 31, 2014

The briefs shall be filed to the attention of the Office of Personnel Review Board to be forwarded to the Board members. This matter will be scheduled for an update on February 4, 2014. Ms. Hudson moved, Ms. Russell seconded, and the Board voted (4-0) to approve the briefing schedule as outlined on the record and to schedule the matter for an update on Tuesday, February 4, 2014.

A letter to the Personnel Review Board from former Milwaukee County employee Willie McGee, requesting that the Board review his wrongful termination. Since Willie McGee is no longer a Milwaukee County employee, the Personnel Review Board does not have jurisdiction to respond to the letter.

V. First Appearances

A. DISCHARGE

PAUL ANDERLEY, Correction Officer 1, HOC

The Board heard the report of Charmaine Gee, Administrative Assistant, Office of the Personnel Review Board, that Mr. Anderley, who was not present, contacted the Office of the Personnel Review Board, waived his rights to a hearing within 21 days and requested a hearing certain date. Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), scheduled the matter of Paul Anderley on Tuesday, April 15, 2014.

KARL CUMMINGS, Correction Officer 1, HOC

DIS dated 11/22/13 for HOC IA # 13-057

DIS dated 11/22/13 for HOC IA # 13-064

The Board heard the report of Charmaine Gee, Administrative Assistant, Office Personnel Review Board, that Mr. Cummings, who was not present, contacted the Office of the Personnel Review Board, waived his rights to a hearing within 21 days and requested a hearing certain date. Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), scheduled the matter of Karl Cummings on Tuesday, June 10, 2014.

MICHAEL DRAPER, Correction Officer 1, HOC

The Board heard the report of Calvin Lee, Staff Representative, AFSCME District Council 48, that Mr. Draper, who was present, authorized the union to represent him in this matter, waived his rights to a hearing within 21 days and requested a hearing certain date. Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), scheduled the matter of Karl Cummings on Tuesday, June 10, 2014.

PEG LAMPING, Dispatcher, SHERIFF

The Board heard the report of Charmaine Gee, Administrative Assistant, Office of the Personnel Review Board, that Ms. Lamping, who was not present, contacted the Office of the Personnel Review Board, waived her rights to a hearing within 21 days and requested a hearing certain date. Ms. Russell moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), scheduled the matter of Peg Lamping on Tuesday, June 10, 2014.

BARBARA LATHAN, Correction Officer 1, HOC

The Board heard the request of Ms. Lathan, who was present, that she waived her rights to a hearing within 21 days and requested a hearing certain date. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), scheduled the matter of Barbara Lathan on Tuesday, June 24, 2014.

ANDREW J. WOLF, Correction Officer 1, HOC

The Board heard the report of Calvin Lee, Staff Representative, AFSCME District Council 48, that Mr. Wolf, who was present, authorized the union to represent him in this matter, waived his rights to a hearing within 21 days and requested a hearing certain date. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), scheduled the matter of Andrew J. Wolf on Tuesday, July 8, 2014.

B. SUSPENSIONS

ZAMBIA L. BROWN, Correction Officer 1, SHERIFF

The Board heard the report of Charmaine Gee, Administrative Assistant, Office of the Personnel Review Board, that Ms. Brown, who was not present, signed a waiver of suspension accepting her 5 day suspension. Ms. Russell moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), accepted the waiver of Zambia L. Brown and closed this case.

CORY CHAMPION, Airport Maintenance Worker Assistant, DOT - Airport

The Board heard the report of Sean Moore, Human Resources Coordinator, Department of Transportation, that Mr. Champion, who was not present, signed a waiver of suspension accepting his 30 day suspension. Ms. Russell moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), accepted the waiver of Cory Champion and closed this case, pending receipt of the waiver.

SUSAN M. GROOMS, Stores Clerk 1, SHERIFF

The Board heard the report of Charmaine Gee, Administrative Assistant, Office of the Personnel Review Board, that Ms. Brown, who was not present, signed a waiver of suspension accepting her 15 day suspension. Ms. Russell moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), accepted the waiver of Susan M. Grooms and closed this case.

MARY E. GUENTNER, Human Services Worker, FAMILY CARE

The Board heard the report of Calvin Lee, Staff Representative, AFSCME District Council 48 that Ms. Guentner, who not was present, authorized the union to represent her in this matter, waived her rights to a hearing within 21 days and requested a hearing certain date. Ms. Bruno moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), scheduled the matter of Mary E. Guentner on Tuesday, June 24, 2014.

DEBORAH JEFFERSON, Clerical Assistant II, SHERIFF

SUS dated 11/22/13 for IA # 13-244 for 30 days

SUS dated 11/22/13 for IA # 13-245 for 60 days

The Board heard the report of Charmaine Gee, Administrative Assistant, Office of the Personnel Review Board, that Ms. Jefferson, who was not present, contacted the Office of the Personnel Review Board, waived her rights to a hearing within 21 days and requested a hearing certain date. Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), scheduled the matter of Deborah Jefferson on Tuesday, June 24, 2014.

RICHARD A. KAPUSTANCZEK, Airport Maintenance Worker Assist, DOT

The Board heard the report of Charmaine Gee, Administrative Assistant, Office of the Personnel Review Board, that Mr. Kapustanczek, who was not present, signed a waiver of suspension accepting his 5 day suspension. Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), accepted the waiver of Richard A. Kapustanczek and closed this case.

SONIA PORTER, Correction Officer 1, SHERIFF

The Board heard the request of Ms. Porter, who was not present, that she waived her rights to a hearing within 21 days and requested a hearing certain date. Ms. Bruno moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), scheduled the matter of Sonia Porter on Tuesday, June 24, 2014.

BRANDY SOLOMON, Correction Officer 1, SHERIFF

(Refer to Agenda item VII D for the Decision)

VI. Update

A. DISCHARGE

KEVIN G. WHEELER, Deputy Sheriff 1, SHERIFF

The Board heard the request of Roy Felber, President for the Deputy Sheriff's Association, to continue the matter for an update report on January 7, 2014. Attorney Lee Jones, Principal Assistant Corporation counsel, legal counsel for the appointing authority, had no objections. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), continued the matter of Kevin G. Wheeler for an update report on Tuesday, January 7, 2014.

VII. Hearings

A. GRIEVANCE

DIANA BIAS, Correction Officer 1, HOC

(Refer to Agenda item VII D for the Decision)

B. DISCHARGE

VELMA DUARTE, Certified Nursing Assistant, BHD

(Refer to Agenda item VII D for the Decision)

C. SUSPENSIONS

CALVIN J. SMITH, Correction Officer 1, SHERIFF

SUS dated 06/04/12 for IA # 12-155 for 2 days

SUS dated 06/04/12 for IA # 12-187 for 3 days

SUS dated 06/04/12 for IA # 12-191 for 5 days

SUS dated 09/13/12 for IA # 12-218 for 10 days

The Board heard the report of Attorney Lee Jones, Principal Assistant Corporation Counsel for the appointing authority, that the department and Mr. Smith had reached an oral resolution agreement. David Rugaber, Captain, Internal Affairs - House of Correction, concurred.

The terms of the oral agreement are as follows:

- The charges are well founded.
- The total 20-day suspension for all four cases shall be reduced to a 5-day suspension stayed.

Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), accepted this oral agreement and closed these cases.

D. HEARINGS

The Board heard the Diana Bias matter.

The Board next heard the Brandy Solomon matter.

BRANDY SOLOMON, Correction Officer 1, SHERIFF

Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0) found the evidence was sufficient to sustain the charges, and upheld the 5-day suspension.

The Board next heard the Velma Duarte matter.

VELMA DUARTE, Correction Officer 1, SHERIFF

Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0) found the evidence was sufficient to sustain the charges, and upheld the discharge.

At 1:24 PM, Ms. Bruno moved, Ms. Hudson seconded, and the Board voted (4-0) to go into closed session to deliberate the Diana Bias matter. Ms. Hudson moved, Ms. Bruno seconded, and the Board voted (4-0) to come out of closed session at 2:04 PM.

DIANA BIAS, Correction Officer 1, HOC

Ms. Hudson moved, Ms. Bruno seconded, and the Board, by unanimous vote (3-0; Ms. Russell recused herself) granted 40-hours straight time for the five days requested during the week of August 13, 2013 to August 17, 2013.

Ms. Hudson moved, Ms. Bruno seconded, and the Board, by unanimous vote (3-0; Ms. Russell recused herself) denied the request for all other dates in this grievance including off days for the scheduled suspension dates July 27, 2013 to October 4, 2013.

VIII. Adjournment

Ms. Hudson moved, Ms. Russell seconded, and the Board, by vote of 4-0, adjourned the meeting at 2:13 PM.

Minutes submitted by: Charmaine J. Gee, Administrative Assistant

Milwaukee County Personnel Review Board

Meeting Minutes – January 7, 2014

I. Roll Call

Board President Susan A. Lueger called to order the regular meeting of the Personnel Review Board at 9:04 AM on Tuesday, January 7, 2014 in Room 201-B of the Milwaukee County Courthouse.

The following Board Members were present: Ms. Susan A. Lueger, Ms. Jacqueline V. Russell, Ms. Melissa D. Hudson, and Ms. Mary K. Bruno.

II. Approval of Minutes

Ms. Hudson moved, Ms. Bruno seconded and the Board, by vote of 4-0, approved the minutes of the December 10, 2013 meeting.

III. Communications and/or comments from the public, if any

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel that the appointing authority withdrew the charges for the discharge of Andrew Wolf. Captain David Rugaber appeared on behalf of the House of Corrections and concurred. Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0) accepted the withdrawal of the charges and closed this case.

IV. Correspondence

None

V. First Appearances

A. SUSPENSION

ROSHONDA HENLEY, Certified Nursing Assistant, BHD

SUS 1-4039 dated 12/17/13 for 1 day

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel, that Ms. Henley, who was not present, submitted a signed waiver of hearing on the Notice of Suspension. Ms. Bruno moved, Ms. Russell seconded, and the Board, by unanimous vote (4-0), accepted the waiver and closed this case.

B. GRIEVANCE

ROBERT COLLAZO, Zoo Keeper, ZOO

GRI 4-4043 dated 10/08/13

The Board heard the request of Attorney Craig Johnson, Sweet & Associates, LLC, legal counsel for AFSCME District Council 48, to schedule the matter for hearing certain. Attorney Molly Zillig, Principal Assistant Corporation counsel, legal counsel for the appointing authority, had no objections. Ms. Russell moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), scheduled the matter for hearing certain on July 8, 2014.

VI. Update

A. DISCHARGE

KEVIN G. WHEELER, Deputy Sheriff 1, SHERIFF

DIS 2-3845 dated 11/09/12

The Board heard the request of Roy Felber, President for the Deputy Sheriff's Association, to continue the matter for an update report on February 4, 2014. Attorney Molly Zillig, Principal Assistant Corporation counsel, legal counsel for the appointing authority, had no objections. Ms. Bruno moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), continued the matter of Kevin G. Wheeler for an update report on Tuesday, February 4, 2014.

B. GRIEVANCE

ALONZO CHAPMAN, Assistant Fire Chief, DTPW-Airport

GRI 1-4043 dated 05/31/13

The Board heard brief arguments regarding the grievance appeal of Alonzo Chapman. The Board requested written briefs stating the basis of jurisdiction. Briefs were timely submitted by both Attorneys. The Board requested additional information from Corporation Counsel and Attorney Ray Dall'osto regarding the Board's past practice of hearing grievances pertaining to discipline. The Board motioned to adjourn the matter until additional information could be submitted. Ms. Bruno moved, Ms. Hudson seconded, and the Board voted (4-0) to schedule the Alonzo Chapman matter for an update on Tuesday, February 4, 2014.

VII. Hearings

A. GRIEVANCE

JOHN SPRAGUE, Airport Maintenance Worker, DTPW-Airport

GRI 1-3908 dated 03/15/13

The Board heard brief arguments regarding the grievance appeal of John Sprague. Attorney James Carroll, Principal Assistant Corporation Counsel and Attorney Craig Johnson, Sweet & Associates, LLC, legal counsel for AFSCME District Council 48, will provide the Board with written closing arguments to review. The Board motioned to adjourn the matter until the closing arguments could be submitted. Ms. Hudson moved, Ms. Bruno seconded, and the Board voted (4-0) to schedule the John Sprague matter for an update on Tuesday, February 4, 2014.

B. DISCHARGE

RYAN S. BAKER, Correction Officer 1, SHERIFF

DIS 2-3975 dated 08/02/13

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel that Mr. Baker, who was not present, had resigned from his position in County Services effective December 16, 2013. Ms. Bruno moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), accepted the resignation of Ryan S. Baker and closed this case.

**RICKY McCOY, Stores Clerk 3, ZOO
DIS 2-3963 dated 06/12/13**

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel, that Mr. McCoy, who was present, and the appointing authority had reached a Last Chance Agreement. Attorney Zillig requested that the matter be placed for an update on January 21, 2014 so that the agreement could be prepared and presented to the Board. Attorney Craig Johnson, Sweet & Associates, LLC, legal counsel for AFSCME District Council 48, concurred. Ms. Bruno moved, Ms. Hudson seconded, and the Board, by unanimous vote (4-0), to schedule the Ricky McCoy matter for an update on Tuesday, January 21, 2014.

VIII. Adjournment

Ms. Russell moved, Ms. Hudson seconded, and the Board, by vote of 4-0, adjourned the meeting at 12:15 PM.

Minutes submitted by: Charmaine J. Gee, Administrative Assistant

Milwaukee County Personnel Review Board

Meeting Minutes – January 21, 2014

I. Roll Call

Board President Susan A. Lueger called to order the regular meeting of the Personnel Review Board at 9:00 AM on Tuesday, January 21, 2014 in Room 104-Conference Room of the Milwaukee County Courthouse.

The following Board Members were present: Ms. Susan A. Lueger, Ms. Jacqueline V. Russell, and Ms. Melissa D. Hudson.
Ms. Mary K. Bruno was excused.

II. Approval of Minutes

Ms. Hudson moved, Ms. Russell seconded and the Board, by vote of 3-0, approved the minutes of the January 7, 2014 meeting.

III. Communications and/or comments from the public, if any

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel that the appointing authority for Paula Williams withdrew the charges for the 10-day suspension that was filed on 08/30/2013 and discharge that was filed on 01/02/2014. The appointing authority has filed a new discharge dated 01/16/2014 that is scheduled to be a first appearance before the Personnel Review Board on February 4, 2014. Attorney Zillig requested to reserve the March 4, 2014 hearing date if Ms. Williams chooses to waive her hearing date at the next meeting. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (3-0) agreed to reserve the March 4, 2014 to hear the newly filed discharge of Paula J. Williams.

The Board heard the report of Robert Tuszynski, Interim Executive Director, Office of the Personnel Review Board that the Board received in regards to the Scott DuCharme matters, the Notice of Motion and Motion for Adjournment to hear at a later date the one-day suspension for IA #12-271 dated 09/13/12, the 60-day suspension for IA #12-283 dated 09/13/12 and the 10-day suspension for IA # 12-375 and only hear the discharge for IA #13-167 dated 08/08/13; along with the Response from Corporation Counsel of the Motion for Adjournment. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (3-0) accepted the objection to adjourn the hearings scheduled for January 21, 2014 and will proceed with all cases as scheduled.

IV. Correspondence

None

V. First Appearances

A. DISCHARGES

PAULA WILLIAMS, Office Support Assistant 2, CHILD SUPPORT

DIS 2-4038 dated 01/02/14

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel, that the appointing authority withdrew the charges for discharge of Paula Williams. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (3-0), accepted the withdrawal of the charges and closed this case.

REBECCA SZALEWSKI, Paralegal, CHILD SUPPORT

DIS 2-4040 dated 01/02/14

The Board heard the request of Calvin Lee, Staff Representative for AFSCME District Council 48, to schedule the matter for hearing certain. Attorney Lee Jones, Principal Assistant Corporation counsel, legal counsel for the appointing authority, had no objections. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (3-0), scheduled the matter for hearing certain on April 15, 2014.

DARLENE DALEY, Psychiatric Social Worker, BHD

DIS 2-4041 dated 01/02/14

The Board heard the request of Calvin Lee, Staff Representative for AFSCME District Council 48, that Ms. Daley had submitted her application for retirement effectively January 20, 2014. Ms. Russell moved, Ms. Hudson seconded, and the Board, by unanimous vote (3-0), accepted the retirement of Darlene Daley and closed this case.

VULNAVIA SAXTON, Certified Nursing Assistant, BHD

DIS 2-4042 dated 01/02/14

The Board heard the request of Calvin Lee, Staff Representative for AFSCME District Council 48, to schedule the matter for hearing certain. Attorney Lee Jones, Principal Assistant Corporation counsel, legal counsel for the appointing authority, had no objections. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (3-0), scheduled the matter for hearing certain on April 15, 2014.

VI. Update

A. DISCHARGE

MELVIN FINKLEY, Corrections Lieutenant, SHERIFF

DEM 3-4004 dated 10/16/13

The Board heard the report of Attorney Lee Jones, Principal Assistant Corporation counsel, legal counsel for the appointing authority that Mr. Finkley had resigned from County Service effective January 19, 2014. Ms. Russell moved, Ms. Hudson seconded, and the Board, by unanimous vote (3-0), accepted the resignation of Melvin Finkley and closed this case.

BRITTNEY MASON-GORDON, Juvenile Correction Officer, DHHS

DIS 2-4020 dated 10/29/13

The Board heard the report of Attorney Lee Jones, Principal Assistant Corporation counsel, legal counsel for the appointing authority that the Human Resources Department has been working with Ms. Mason-Gordon to ensure that all back pay that is due to her, is paid. This matter can now be removed from the Board's agenda. Calvin Lee, Staff Representative, District Council 48, AFSCME, concurred. The Board took no action on this matter.

RICKY McCOY, Stores Clerk 3, ZOO

DIS 2-3963 dated 06/12/13

The Board heard the report of Attorney Molly Zillig, Principal Assistant Corporation Counsel that Mr. McCoy, who was present, did not agree with and did not sign the Last Chance Agreement. Attorney Zillig requested that the matter be placed for hearing certain on February 4, 2014. Calvin Lee, Staff Representative for District Council 48, AFSCME 48, concurred. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (3-0), to schedule the Ricky McCoy matter for an hearing certain on Tuesday, February 4, 2014.

VII. Hearings

A. SUSPENSIONS & DISCHARGE

SCOTT DUCHARME, Deputy Sheriff 1, SHERIFF

DIS dated 08/08/13 for IA # 13-167

SUS dated 09/13/12 for IA # 12-271 for 1 day

SUS dated 09/13/12 for IA # 12-283 for 60 days

SUS dated 01/24/13 for IA # 12-375 for 10 days

(Refer to Agenda item VII B).

B. HEARINGS

The Board heard the Scott DuCharme 1-day suspension matter. At 10:57 a.m. Ms. Russell moved, Ms. Hudson seconded, and the Board voted (3-0) to go into closed session to deliberate the Scott DuCharme 1-day suspension matter. After deliberating in closed session, Ms. Hudson moved, Ms. Russell seconded, and the Board voted (3-0) to come out of closed session at 11:18 a.m.

The Board next heard the Scott DuCharme 60-day suspension matter. At 3:12 p.m. Ms. Hudson moved, Ms. Russell seconded, and the Board voted (3-0) to go into closed session to deliberate the Scott DuCharme 60-day suspension matter. After deliberating in closed session, Ms. Hudson moved, Ms. Russell seconded, and the Board voted (3-0) to come out of closed session at 3:46 p.m.

Due to time constraints, the remaining matters of Scott DuCharme (IA# 12-375 and IA #13-167) were adjourned until February 4, 2014.

SCOTT DUCHARME, Deputy Sheriff 1, SHERIFF

DIS dated 08/08/13 for IA # 13-167

SUS dated 09/13/12 for IA # 12-271 for 1 day

SUS dated 09/13/12 for IA # 12-283 for 60 days

SUS dated 01/24/13 for IA # 12-375 for 10 days

Ms. Hudson moved, Ms. Russell seconded, and the Board voted unanimously (3-0) that the evidence was sufficient that Mr. DuCharme (IA #12-271) violated Civil Service Rule VII, Section 4(1), paragraph (l) and Milwaukee County Sheriff's Office Rules 202.14, 202.15, 202.20, but that the evidence was not sufficient to sustain violations of Civil Service Rule VII, Section 4(1), paragraph (b) and Milwaukee County Sheriff's Office Rule 202.29. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (3-0) sustained the 1 day suspension.

Ms. Hudson moved, Ms. Russell seconded, and the Board voted unanimously (3-0) that the charges were well founded (IA #12-283) that Mr. DuCharme violated Civil Service Rule VII, Section 4(1), paragraph (l) and (ff) and Milwaukee County Sheriff's Office Rules 200.00, 202.07, 202.17, and 202.24. Ms. Hudson moved, Ms. Russell seconded, and the Board, by unanimous vote (3-0) reduced the 60 day suspension to 20 days.

VIII. Adjournment

Ms. Russell moved, Ms. Hudson seconded, and the Board, by vote of 3-0, adjourned the meeting at 3:51 PM.

Minutes submitted by: Charmaine J. Gee, Administrative Assistant

Date: Thursday February 13, 2014

To: Rick Ceschin, Deputy Director HR

From: Maria Ledger, Director, Department of Family Care

Re: 7990 -- Associate Director of Clinical Compliance - 902E

The Department of Family Care created an Associate Director of Clinical Compliance to meet the requirements of the Wisconsin Department of Health Services, the Wisconsin Office of the Commissioner of Insurance and the The Federal HIPAA Omnibus Act.

This position will take the lead on prevention, detection, investigation and reporting of Medicaid Fraud and Abuse. They are responsible for the Department's Program Integrity Plan which is a requirement of the Department's certification as a Managed Care Organization.

This position will also oversee HIPAA compliance, especially critical given the amount of protected information which must be shared internally on a daily basis.

This positions reports to the Director and to the Chief Financial Officer and works closely with both parties to insure that all contracted providers have a clear understanding of Departmental Conflict of Interest Policies and Ethics Policies. It is the intent of the Department that this position will take the lead on developing appropriate standards as well as monitoring and enforcement mechanisms for over 1,100 contracted providers.

Milwaukee County Department of Family Care- Managed Care Organization - Organizational Chart 2014

