

Milwaukee County Personnel Review Board
Meeting Minutes – November 11, 2014

I. Roll Call

Board President Daniel Dennehy called to order the regular meeting of the Personnel Review Board at 9:06 a.m. on Tuesday, November 11, 2014, in Room 203-R of the Milwaukee County Courthouse.

The following Board Members were present: Mr. Daniel T. Dennehy, Ms. Mary K. Bruno, Ms. Susan A. Lueger, and Ms. Melissa Soberalski.

II. Approval of the Minutes of the October 14, 2014 Meeting and October 28, 2014 Meeting

Ms. Bruno moved, Ms. Soberalski seconded and the Board, by vote of 4-0, approved the minutes of the October 14, 2014 and October 28, 2014 meetings.

III. Status Update from the PRB Administrator

The Board heard the report of the PBR Administrator, Rebecca M .Janz, on outstanding findings of fact and the status of the 2015 County budget. Ms. Janz reported that there were three pending appeals at the Circuit Court. The Board heard the report of Attorney Craig Johnson, Sweet & Associates, that he did not believe his firm intended to appeal the Circuit Court's decision regarding the grievance of Carol Beck.

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

None.

V. Correspondence

None.

VI. First Appearances

A. DISCHARGE

ROBERT COLLAZO, Zookeeper, ZOO
Case 2-4158 dated 10/29/14

The Board heard the report of Attorney Craig Johnson, Sweet & Associates, that Robert Collazo, who was present, waived his right to a hearing within 21 days and was seeking a hearing certain date. Attorney Johnson and Attorney Molly Zillig, Assistant Corporation Counsel, concurred that they and their witnesses would be ready for hearing on January 6, 2015. Ms. Lueger moved, Ms. Soberalski seconded, and the Board, by unanimous vote (4-0), scheduled the matter for hearing certain on January 6, 2015.

B. SUSPENSIONS

BRITTNEY BAUHS, Correction Officer, SHERIFF

Case 1-4159 dated 10/30/2014 for IA # 14-223 for 15 days

The Board heard the report of Charimaine Gee, Administrative Assistant, that Brittney Bauhs, who was not present, contacted the office to waive her right to a hearing within 21 days and request a hearing certain date. Attorney Molly Zillig, Assistant Corporation Counsel, stated the appointing authority would be available November 25, 2014. Ms. Soberalski moved, Ms. Lueger seconded, and the Board, by unanimous vote (4-0) scheduled the matter for hearing certain on November 25, 2014.

ANTHONY KRAUS, Deputy Sheriff, SHERIFF

Case 1-4160 dated 10/30/2014 for IA # 14-246 for 2 days

The Board heard the report of Roy Felber, President, Deputy Sheriff's Association, that Anthony Kraus, who was not present, authorized the Sheriff's Association to represent him in this matter. Mr. Felber stated that Mr. Kraus waived his right to a hearing, accepted the two-day suspension, and would submit a signed waiver later in the day. Ms. Leuger moved, Ms. Soberalski seconded, and the Board, by unanimous vote (4-0), accepted the waiver of suspension Mr. Kraus and closed the case.

VICTORIA MIKULA, Deputy Sheriff, SHERIFF

Case 1-4161 dated 10/30/2014 for IA #14-132 for 10 days

The Board heard the report of Graham P. Wiemer that Victoria Mikula, who was present, waived her right to a hearing within 21 days and was seeking a hearing certain date. Ms. Lueger moved, Ms. Soberalski seconded, and the Board, by unanimous vote (4-0), set the date for hearing certain as December 23, 2014. If either the employee or the appointing authority has witnesses who will not be available that date, the party should inform the Board ahead of that date of why the witness is not available. Any witness who claims to be unavailable on December 23, 2014, will be required to testify under oath at the rescheduled hearing why he or she was unavailable on December 23, 2014.

CHANELLE RUSS, Correction Officer, SHERIFF

Case 1-4162 dated 10/30/2014 for IA #14-155 for 15 days

The Board heard the report of Calvin Lee, Calvin Lee, Staff Representative, District Council 48, AFSCME, that Chanelle Russ, who was not present, waived her rights to a hearing within 21 days, authorized District Council 48, AFSCME to represent her before the Board in all matters regarding the instant charges, and was seeking a hearing certain date. Ms. Bruno moved, Ms Soberalski seconded, and the Board, by unanimous vote (4-0) scheduled the matter for hearing certain on November 25, 2014.

RODNEY BROWN, Forensic Investigator, MEDICAL EXAMINER

Case 1-4163 dated 10/30/2014 for 3 days

The Board heard the report of Molly Zillig, Assistant Corporation Counsel, that Rodney Brown, who was not present, told her that he was not represented and wanted to seek a hearing certain date of December 9, 2014. Charmaine Gee, Administrative Assistant, confirmed that Mr. Brown contracted the office and stated the same. Ms. Bruno moved, Ms. Soberalski seconded, and the Board, by unanimous vote (4-0), scheduled the matter for hearing certain on December 9, 2014.

VII. Hearings

None.

VIII. Discussion of the Milwaukee County Personnel Review Board Rules of Procedure and Potential Revisions

As a procedural matter, the Board noted that the rules referred to an “executive secretary,” while Rebecca Janz’s title is technically “PRB/Ethics Board Administrator.” Ms. Soberalski moved, Ms. Lueger seconded, and the Board, by unanimous vote (4-0), recognized Ms. Janz as the executive secretary of the PRB.

The Board reviewed revisions to the draft “Milwaukee County Personnel Review Board – What Happens at a PRB Hearing” brochure designed to explain the rules and procedures of the Board’s hearings to employees who may be unfamiliar with the process. After discussing the revisions, Ms. Bruno moved, Ms. Soberalski seconded, and the Board, by unanimous vote (4-0), approved the brochure for distribution and publication after the revisions were added.

The Board also discussed draft revisions to the Board’s rules of procedure. The Board wanted more time to consider the revisions and suggestions, and so by consensus determined to agenda the item again for the November 25, 2014 meeting. The Board also agreed to place elections of president and vice-president of the Board on the agenda for the November 25, 2014 meeting.

President Dennehy reported items and information he planned to discuss with the County Executive’s office on Wednesday.

IX. Adjournment

Ms. Lueger moved, Ms. Bruno seconded, and the Board, by unanimous vote (4-0), adjourned the meeting at 10:36 a.m.

Minutes submitted by: Rebecca M. Janz, PRB/Ethics Board Administrator