

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: February 28, 2011

TO: Supervisor Johnny Thomas, Chair, Finance & Audit Committee

FROM: Steve Cady, Fiscal and Budget Analyst, County Board
John Ruggini, Acting Fiscal and Budget Administrator

SUBJECT: Alternative Funding for Office of Sustainability

In the January 2011 Committee cycle the request to create an Office of Sustainability was laid over to the March 2011 cycle and staff was directed to look into alternative funding sources for the Director of this office. The original request was to fund a new position through the Appropriation for Contingencies.

At this time we were unable to identify grant opportunities to fund this position. There are also no other funding sources within the current operating budget given the uncertainty surrounding labor negotiations and the pending State Budget. If the County Board decides to move forward with creating an Office of Sustainability the new position would need to be funded through the Appropriation for Contingencies.

Cc: Lee Holloway, County Board Chair
Marvin Pratt, County Executive
Supervisor Michael Mayo
Supervisor Marina Dimitrijevic
Terry Cooley, Chief of Staff, County Board
E. Marie Broussard, Deputy Chief of Staff, County Executive
Damon Dorsey, Director of Economic Development

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FEB 03 2011

Adopted
16-0

Ref TO
FIA PER
DAS. HR

(ITEM 2) A resolution by Supervisors Dimitrijevic, Lipscomb, Harris, Broderick and Weishan, creating an Office of Sustainability under the Office of the County Executive's and a new, full-time position of Director of Sustainability that would directly report to the County Executive, retitling the existing position of Sustainability and Environmental Engineer to Managing Environmental Engineer and funding the new position with funds from the Appropriation for Contingencies account, by recommending adoption of the resolution, as appearing in the February 3, 2011 Journal of Proceedings. (Vote 3-2)

The Committee on Finance and Audit, at its meeting on January 27, 2011, voted (5-1) to lay this item over until the March cycle.



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By Supervisors Dimitrijevic, Lipscomb, Harris, Broderick and Weishan

A RESOLUTION

Creating an Office of Sustainability under the Office of the County Executive's and a new, full-time position of Director of Sustainability that would directly report to the County Executive, retitling the existing position of Sustainability and Environmental Engineer to Managing Environmental Engineer and funding the new position with funds from the Appropriation for Contingencies account.

WHEREAS, on July 26, 2007 the Milwaukee County Board of Supervisors voted unanimously to approve a resolution creating the "Green Print" environmental and conservation initiative for Milwaukee County government; and

WHEREAS, a provision of the Green Print authorized the Director of Human Resources to develop a position of Director of Sustainability and report back to the Personnel and Finance and Audit Committees in September of 2007; and

WHEREAS, instead, the 2008 adopted budget for the Architectural, Engineering and Environmental Services division (AE&ES) abolished the vacant position of Director of Energy and Environmental Services and created the position of Director of Sustainability and Environmental Engineer; and

WHEREAS, the job duties associated with the Director of Sustainability and Environmental Engineer position that relate to sustainability include providing effective, rational and cost conscious leadership on environmental sustainability issues, working closely with county departments to identify opportunities to apply "green" building concepts, performing cost benefit and/or life cycle analysis on proposed major maintenance and capital public works projects and monitoring results on implemented projects; and

WHEREAS, the job duties associated with the Director's position that relate to environmental services responsibilities include providing environmental services assistance to county departments, overseeing Milwaukee County's NR216 county-wide stormwater permit, management of landfill gas control systems and groundwater monitoring, serving as the County land conservationist and overseeing environmental services section staff; and

WHEREAS, given the diverse workload of the Sustainability Director's position, the County Board adopted a resolution (File No. 08-238) in June of 2008 requesting that the Green Print Workgroup recommend changes to the position based upon the existing and evolving job duties and report back in September of 2009, in anticipation of the 2010 budget deliberations; and

APPROVED AS TO FORM

92 BE IT FURTHER RESOLVED, that the County Board authorizes and directs the
93 Sustainability Director to seek and receive grants or other revenues that would offset
94 the cost of the position.
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98 JE
99 January 7, 2011
100 H:\Shared\Research Analysts\Esch\Pending Supervisor Approval\Creation of Sustainability Position -
101 Dimitrijevic.doc
102

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: January 7, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Creating an Office of Sustainability and a new, full-time position of Director of Sustainability that would directly report to the County Executive, retitling the existing position of Sustainability and Environmental Engineer to Managing Environmental Engineer and funding the new position with funds from the Appropriation for Contingencies account.

FISCAL EFFECT:

- | | |
|---|---|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input checked="" type="checkbox"/> Existing Staff Time Required
<input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input checked="" type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input checked="" type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input checked="" type="checkbox"/> Use of contingent funds |
|---|---|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	129,000	0
	Revenue	0	0
	Net Cost	129,000	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

- A. Adoption of the resolution would result in the creation of a new position, Director of Sustainability, to carry out the Green Print program.
- B. The Director of Sustainability position is anticipated to be created at the mid-point of 902 ECP range, at a total personnel cost (salary and benefits) of \$124,000 and an additional \$5,000 for office supplies and services for a total cost of \$129,000. Retitling of the existing position will have no fiscal effect.
- C. The position will be funded through a fund transfer from the Appropriation for Contingencies Account. Any grant revenues or other outside revenues received for the purpose of implementing the Green Print program will be applied to the Appropriation for Contingencies Account to offset the cost of the position.

Department/Prepared By Julie Esch, Legislative Research Analyst

Authorized Signature _____



Did DAS-Fiscal Staff Review? Yes No

FEB 07 2011

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

COUNTY OF MILWAUKEE
DAS - Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : February 15, 2011

To : Committee on Personnel

FROM : Candace M. Richards, Interim Director of Human Resources

Candace M. Richards

SUBJECT : **Informational Report for 3/11/2011
Personnel Committee Meeting**

Attached are a series of informational reports listing various personnel transactions that the Director of Human Resources intends to approve for implementation.

These reports (***reclassifications, advancements within the pay range, reallocations, and revisions to ECP***) are provided in accordance with the provisions of Chapter 17 and may be included on the agenda of the March 11, 2011 Personnel Committee Meeting for informational purposes.

In the event the Personnel Committee takes no action, the transactions noted on the reports will be implemented.

CMR:bdv

Copy: HR Managers

Personnel Committee Meeting Date: March 11, 2011

Reclassification Report

In accordance with the provisions of 17.05 of the Milwaukee County General Ordinances, the Director of Human Resources intends to reclassify the position noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with this action.

Requestor	Org	Position	Current Classification (Title)	Current Pay range	Proposed Classification (Title)	Proposed Pay range	Current Year Impact (Top Step)	Annual Year Impact	Reason
	5080	35750	Engineer	32A	Managing Engineer (Electrical)	32A	\$0	\$0	Retitle
TOTAL							\$0	\$0	

Personnel Committee Date: March 11, 2011

ADVANCEMENT WITHIN THE PAY RANGE REPORT

In accordance with the provisions of 17.10 of the County General Ordinances, the Director of Human Resources intends to approve the advancement within the pay range for the positions noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions.

REQUESTOR	DEPT ORG UNIT	TITLE CODE NO POS	CURRENT CLASSIFICATION	PAY RANGE	CURR YEAR	SUB YEAR	REASON
BHD	6373	57090000004	Clinical Program Director Psyc	34M	\$8,370	\$10,923	Retention

Personnel Committee Date: March 11, 2011

REALLOCATION REPORT

In accordance with the provisions of 17.055 of the County General Ordinances, the Director of Human Resources intends to reallocate the positions noted below. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions. Fiscal note only reflects costs of wages and social security.

<u>DEPT</u>	<u>DEPT</u> <u>ORG</u>	<u>TITLE</u> <u>CODE</u>	<u>AUTH</u> <u>POS</u>	<u>FILLED</u> <u>POS</u>	<u>CURRENT CLASSIFICATION</u>	<u>CURRENT</u> <u>PAY RANGE</u>	<u>RECOMMENDED</u> <u>PAY RANGE</u>	<u>CURR</u> <u>YEAR</u>	<u>SUB YEAR</u>	<u>MAX YEAR</u>	<u>REASON</u>
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No Reallocations this Period

**REVISIONS TO ECP REPORT
Personnel Committee Meeting
March 11, 2011**

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

COUNTY OF MILWAUKEE
DAS - Department of Human Resources
INTER-OFFICE COMMUNICATION

~REVISED~

DATE : March 3, 2011

To : Committee on Personnel

FROM : Candace M. Richards, Interim Director of Human Resources

Candace M. Richards

SUBJECT : **Informational Reports 3/11/2011
For Personnel Committee Meeting**

Attached is an informational report listing ***appointments at an advanced step of the pay range***, which the Director of Human Resources intends to approve for implementation.

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 March 11, 2011 Personnel Committee Meeting for informational purposes

In the event the Personnel Committee takes no action, the transactions noted on the reports will be implemented.

CMR:bdv

Attachment

**Appointments At An Advance Step Of The Pay Range
Personnel Committee Report**

March 11, 2011

REQUESTOR	ORG UNIT	PREVIOUS		CURRENT			STEPS IN PR	APPT STEP	REQUESTED STEP AMOUNT	REQUESTED STEP AMOUNT ANNUALIZED	PREVIOUS SALARY	DIFFERENCE IN ANNUAL PAY	CURRENT YEAR FISCAL IMPACT	JUSTIFICATION
		CLASSIFICATION	CURRENT CLASSIFICATION	PAY GRADE	PAY GRADE	SALARY RANGE ANNUALIZED								
BHD	6373	Staff Psychiatrist	Staff Psychiatrist HR	44XM	44XM	\$142,183.18 - \$174,779.70	7	7	\$84,0287	\$174,779.6960	\$174,779.70	(\$0.00)	\$26,993.00	Rehire
BHD	6363	Custodial Worker 1	Nursing Assistant 1 MH	03	05D	\$23,597.18 - \$31,883.28	10	5	\$13,4194	\$27,912.3520	\$26,811.41	\$1,100.94	\$3,573.00	Rehire
BHD	6443	No Previous Classification	House Physician 3 HR	N/A	40XM	\$117,157.25 - \$144,015.87	7	3	\$60,3373	\$125,501.5840	N/A	N/A	\$6,910.00	TRG/EXP*
BHD	6443	No Previous Classification	Staff Psychiatrist	N/A	44XM	\$142,183.18 - \$174,779.70	7	5	\$78,4402	\$163,155.6160	N/A	N/A	\$17,367.00	TRG/EXP*
District Attorney	4501	No Previous Classification	Paralegal	N/A	19I	\$37,908.42 - \$51,440.69	8	7	\$23,7339	\$49,366.5120	N/A	N/A	\$9,488.00	TRG/EXP*
District Attorney	4501	No Previous Classification	Paralegal	N/A	19I	\$37,908.42 - \$51,440.69	8	3	\$19,9024	\$41,396.9920	N/A	N/A	\$2,889.00	TRG/EXP*
District Attorney	4501	No Previous Classification	Paralegal	N/A	19I	\$37,908.42 - \$51,440.69	8	3	\$19,9024	\$41,396.9920	N/A	N/A	\$2,889.00	TRG/EXP*
Procurement	1152	Buyer 3	Purchasing Manager	28M	33M	\$64,674.48 - \$77,082.51	5	4	\$35,4301	\$73,694.6080	\$58,308.43	\$15,386.18	\$7,469.00	Rehire
Sheriff	4000	Adm Sec Dir of Comm	Community Relations Coord	913E	35M	\$70,307.95 - \$83,805.49	5	3	\$37,0589	\$77,082.5120	\$62,404.58	\$14,677.93	\$10,275.00	Transfer
Sheriff	4000	No Previous Classification	Psychiatric Social Worker	N/A	24	\$47,52.30 - \$55,421.39	5	4	\$25,4912	\$53,021.6960	N/A	N/A	\$4,513.00	TRG/EXP*
Sheriff	4000	No Previous Classification	Psychiatric Social Worker	N/A	915E	\$59,560.38 - \$77,428.83	8	4	\$25,4912	\$53,021.6960	N/A	N/A	\$4,513.00	TRG/EXP*
Sheriff	4000	No Previous Classification	Fiscal Specialist	N/A	05P	\$31,885.36 - \$40,887.60	9	4	\$16,9525	\$35,261.2000	N/A	N/A	\$2,795.00	TRG/EXP*
ZOO	9500	Heating & Vent Mech 2	Heating & Vent Mech 1	16	15	\$35,910.78 - \$40,172.70	5	5	\$19,3138	\$40,172.7040	\$39,068.64	\$1,104.06	\$3,529.00	Transfer
ZOO	9420	Park Worker 3 Seasonal	Forestry Worker DOT	5108	15Z	\$31,071.04 - \$42,635.01	14	4	\$17,7536	\$36,927.4880	\$22,280.75	\$14,646.74	\$5,335.00	Promotion

*FISCAL IMPACT= (Step employee hired at - Step 1) * Pay Periods Remaining in Year * 1.0765

*TRG/EXP Denotes Training and Experience

In accordance with the provisions of 17.09(3) of the County General Ordinances, the Director of Human Resources must file an informational report with all County Board Supervisors relative to all new appointments at an advanced step of the pay range.

COUNTY OF MILWAUKEE
DAS - Department of Human Resources
INTER-OFFICE COMMUNICATION

~REVISED~

DATE : March 3, 2011

To : Committee on Personnel

Candace M. Richards

FROM : Candace M. Richards, Interim Director of Human Resources

SUBJECT : **Informational Reports 3/11/2011
For Personnel Committee Meeting**

Attached are a series of informational reports relative to ***dual employment, temporary appointment, and emergency appointment***. Reports reflect updates through the end of pay period 1. Also included is an informational report relative to ***temporary assignments to a higher classification***, which is updated through March 3, 2011.

These reports are provided in accordance with the provisions of Chapter 17 of the County General Ordinances.

CMR:bdv

Attachment

**Dual Employment Report
Personnel Committee Meeting
March 11, 2011**

Organizational Unit	Name	Current Classification	Current Pay Range	Dual Employment	Dual Employment Pay Range
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Currently, no dual employment to report.

**Temporary Appointment Report
Personnel Committee Meeting
March 11, 2011**

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
Airport - Maintenance - General	5051	Abrams	James	00032450	Airport Mtce Wkr	F	A	80	10/18/2010	TA
		Benjamin	Christopher	00032450	Airport Mtce Wkr	F	A	80	10/25/2010	TA
		Calvin	Weldon	00032450	Airport Mtce Wkr	F	A	80	12/6/2010	TA
		Finiels	David	00032450	Airport Mtce Wkr	F	A	80	10/25/2010	TA
		Gibson	Rahsaan	00032450	Airport Mtce Wkr	F	A	80	10/18/2010	TA
		Patrick	Steven	00032450	Airport Mtce Wkr	F	A	80	10/18/2010	TA
		Powell	Mary	00032450	Airport Mtce Wkr	F	A	80	11/8/2010	TA
		Rivera	Jesus	00032450	Airport Mtce Wkr	T	A	80	11/1/2010	TA
		Wargolet	Scott	00032450	Airport Mtce Wkr	F	A	80	11/1/2010	TA

Total Employees = 9

Highway Maintenance - Patrol Section One	5110	Bates	Gregory	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Brown	William	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Flanagan	Billy	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Johnson	Dennis	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Simmons	Tyrone	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Woolridge	Frederick	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA

Total Employees = 6

Highway Maintenance - Patrol Section Two	5120	Hass	Terry	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Holt	Dante	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Luedtke	Michael	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Lukasik	Len	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Nickel	John	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Tersen	Douglas	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA

Total Employees = 6

Highway Maintenance - Patrol Section Three	5160	Byrd	Marcus	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		McClure	Wallace	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Munoz	Mario	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Ponce	Jose	00032610	Highway Mtce Wkr 1	F	A	80	11/1/2010	TA
		Rivera	Antonio	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA

Total Employees = 5

Highway Maintenance - Patrol Section Four	5140	Balderas	Juan	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Bautista	Victor	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Brandt	Richard	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Laack	Jerome	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Olsen	Peter	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Podlesnik	James	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Radakovich	Keith	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Schweitzer	Peter	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Sudol	Thomas	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA
		Walker	Kerry	00032610	Highway Mtce Wkr 1	F	A	80	11/14/2010	TA
		Zieman	Robert	00032610	Highway Mtce Wkr 1	F	A	80	11/8/2010	TA

Total Employees = 11

Grand Total of Employees: 37

Emergency Appointment Report
Personnel Committee Meeting
March 11, 2011

Requestor	Dept	Last Name	First Name	Title Description	Employee Class	Status	Emergency Appt Date	Pay Range
Sheriff's Office	4316	Gallett	Brian	Power Plant Operator	F	A	6/17/2010	20

Total Employees = 1

DHHS	8387	Riley	Felice	Unit Supervisor-Long Term Support	F	A	7/1/2010	26M
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Total Employees = 1

Grand Total of Employees: 2

**Temporary Assignment to a Higher Classification (TAHC) Report
Personnel Committee Meeting
March 11, 2011**

<u>Dept</u>	<u>First Name</u>	<u>Last Name</u>	<u>Current Job Title</u>	<u>Pay Range</u>	<u>Start Date</u>	<u>Ext.</u>	<u>End Date</u>	<u>New Job Title</u>	<u>Pay Range</u>
Clerk of Cir Courts	Ellie	Chavez	Clerical Assistant 1	3P	1/31/2011		4/1/2011	Management Assistant Courts	6PM
Corp Counsel	Jorgensen	John	Principal Asst. Corp Counsel	34Z	2/10/2011		5/10/2011	Deputy Corporation Counsel	37AM
Corp Counsel	Timothy	Schoewe	Deputy Corp Counsel	37AM	5/3/2010	*	until filled	Executive Dir. 3-Corp Counsel	903E
County Board	Ladette	Austin	Adm Sec 2-Administrative Assistant	18M	1/10/2011		4/15/2011	Adm. Sec 2-Executive Secretary	23M
DAS - DHR	Candace	Richards	Human Resources Mgr DHHS	916E	12/28/2010	*	until filled	Exec Dir3 Dir Human Resources	903E
DAS - Employee Benefits	Gerald	Schroeder	Exec. Dir. 1-ERS Manger	901E	1/12/2011		4/11/2011	Director of Employee Benefits	903E
DAS - ERS	Marian	Ninneman	Business Manager	31M	1/24/2011		4/11/2011	Exec. Dir. 1-ERS Manger	901E
DAS - Fiscal Affairs	John	Ruggini	Asst Fiscal & Budget Administrator	902E	1/10/2011		4/7/2011	Exec Dir3 Fiscal & Budget Administrator	903E
DAS - IMSD	James	Martin	Fiscal and Budget Manager	33M	5/10/2010	*	until filled	IT Director - Governance	902E
DAS - IMSD	Laurie	Panella	IT Director Business Development	902E	7/30/2010	*	until filled	Ex Dir3-Chief Info Officer	903E
Dept on Aging	Nubia	Serrano	Accounting Manager	915E	1/10/2011		3/31/2011	ExDir1-Assistant Director (Aging)	901E
DHHS	Ara	Garcia	HR Coordinator	30M	12/28/2010	*	until filled	HR Manager DHHS	916E
DHHS	Geri	Lyday	ExDir2-Divadmindelq Ctse	902E	12/25/2010	*	until filled	Exdir3 Director of Human Services	903E
DHHS-Disabilities Serv	Mark	Stein	ExDir2-Comm Res Administrator	902E	12/26/2010	*	until filled	ExDir2-Dept Program Director Commse	902E
DTPW-Airport	Kevin	Doyne	Fire Fighter Equipment Operator	17B	12/13/2010		3/12/2011	Asst Chief Air Rescue & Fire Fighter	27M
DTPW-Facilities Mgmt	Gary	Waszak	Facilities Maintenance Coordinator	30M	10/16/2010	*	until filled	Executive Director (Facilities Management)	902E
Labor Relations	Frederick	Bau	Labor Relations Specialist 3	30M	2/9/2011		5/6/2011	Exec. Dir. 2-Dir. Of Labor Relations	902E
Sheriff	Tricia	Carlson	Deputy Sheriff I	17BZ	2/20/2011		5/18/2011	Deputy Sheriff Lieutenant	30M
Sheriff	Abie	Douglas	Correction Officer 1	14Z	2/20/2011		5/18/2011	Correction Officer Lieutenant	23CM
Sheriff	Douglas	Holton	Deputy Sheriff I	17BZ	2/20/2011		5/18/2011	Deputy Sheriff Lieutenant	30M
Sheriff	Anthony	Moffett	Deputy Sheriff I	17BZ	2/20/2011		5/18/2011	Deputy Sheriff Lieutenant	30M
Sheriff	Fred	Rutter	Deputy Sheriff Sergeant	22B	2/20/2011		5/18/2011	Deputy Sheriff Lieutenant	30M
Sheriff	Vernice	Strapp-Pitts	Executive Assistant - Child Support	6PM	12/19/2010	*	until filled	Human Resources Coordinator-Sheriff	30M
Sheriff	Robert	Worzalla	Correction Officer 1	14Z	2/20/2011		5/18/2011	Correction Officer Lieutenant	23CM

*Pursuant to M.C.G.O. 17.085(1), (2), or (7), the TAHC has been extended by the Director of DHR. The County Board of Supervisors and the County Executive must approve the second extension to a *vacant unclassified* position through adoption of a Resolution.

COUNTY OF MILWAUKEE
DAS-Division of Human Resources
 INTER-OFFICE COMMUNICATION

DATE : February 28, 2011

TO : Supervisor Patricia Jursik, Chair, Personnel Committee

FROM : Candace M. Richards, Interim Director, Director of Human Resources

Candace M. Richards

SUBJECT : **Follow-up Report on the Status of Positions Created at the
 12/10/2010 Personnel Committee Meeting (For Information Only)**

Issue/Background

At the December 10, 2010, Personnel Committee meeting, 24 of the recommended 53 classifications of positions created in the 2011 Budget were presented before the Committee for approval of class and pay range. The Department of Administrative Services normally makes such recommendations in February or March of the new budget year. There were a number of positions deemed critical by Departments; therefore, a concerted effort was put forth by the DAS-DHR and DAS-Fiscal to recommend classifications/pay ranges of several positions at the 12/10/10 meeting. At this meeting Supervisor DeBruin requested a follow up report regarding the status of the number of positions actually being filled. Below please find a list of positions created at the December 10, 2010 meeting as well as the current status.

NEW BUDGET CREATES FY 2011						
DEPT.	JOB CODE	JOB TITLE	PAY RANGE	NUMBER OF POSITIONS	BARGAINING UNIT STATUS	STATUS
1140	TBD	Compensation Analyst	29M	1	NR	Pending DAS approval
1180	TBD	Administrative Specialist (Employee Benefits)	7PM	1	NR	Pending DAS approval
1189	TBD	ERS Coordinator	32M	1	NR	No request
5040	04041	Fiscal Assistant II	4P	1	R	No request
5040	TBD	Executive Director 2-Deputy Airport Director	902E	1	NR	No request
6300	TBD	Quality Improvement Coordinator (BHD)	29	1	R	Pending DAS approval
6300	44770	RN II-Staff Development	18	1	R	No request

February 28, 2011

Supervisor Patricia Jursik, Chair, Personnel Committee

**Follow-up Report on the Status of Positions Created at the
12/10/2010 Personnel Committee Meeting**

Page 2

6300	TBD	CNA Coordinator	22M	1	R	No request
6300	TBD	Information & Outreach Coordinator (BHD)	23	1	R	No request
6300	04605	Accounting Manager	32M	1	NR	Pending recruitment
6300	43840	Nursing Assistant I (MH)	5D	18	R	Open
6300	01293	Clerical Specialist (MH)	5P	1	R	Pending recruitment
6300	50770	Staff Psychiatrist	44MX	1	NR	Certified list
6300	51615	Staffing Assistant	6PM	2	NR	Certified list
6300	44570	RN III (Mental Health)	27MN	3	NR	No request
6300	02000	Unit Clerk	06	1	R	Open
6300	08421	Program Analyst (MH)	18	2	R	Pending recruitment
6300	44510	Registered Nurse I (Pool)	51N	1	R	No request
6300	54810	Paramedic Trainer (Hourly)	16	1	R	Certified list
7990	58011	Quality Improvement Coordinator (CMO)	29	1	R	Certified list
7990	TBD	Quality Assurance Specialist	16C	1	R	No request
7990	TBD	Family Care Quality Manager	33M	1	NR	Pending DHR approval
7990	45110	Nursing Program Coordinator	28MN	1	NR	Pending Dept. approval
9000	TBD	Fish Hatchery Specialist	17	1	R	Open

Open – Position is currently posted on the job board for recruitment.

No Request – Department has yet to submit a requisition to fill the position.

Certified List – DHR has forwarded candidates for review to the Department.

C: John Ruggini – Acting Fiscal & Budget Administrator

COUNTY OF MILWAUKEE
DAS-Division of Human Resources
INTER-OFFICE COMMUNICATION

DATE : March 1, 2011

TO : Supervisor Patricia Jursik, Chair, Personnel Committee

FROM : Candace M. Richards, Interim Director, Division of Human Resources
Candace M. Richards

SUBJECT : **Status of Salary Comparison Study at the BHD (Informational Only)**

Issue/Background

As a follow up to the Interim Director of Health & Human Services' October 2010 report reflecting the number of Psychiatry and Physician Positions employed at the BHD, Budgeted Capacity, and Salary Comparison versus the Midwest Industry, Supervisor Borkowski requested that the DHHS, with the assistance of DHR, review each and every job classification for all physician positions at BHD. Supervisor DeBruin also requested that policy considerations be reflected in the report requested by Supervisor Borkowski. This study requires considerable coordination, review and the research of a compensation professional. Currently, the Human Resources Division is without the expertise to conduct the studies internally. The Human Resources Division has been without a permanent compensation manager since December 2008. In the 2011 Budget the County Board approved the abolishment of the Compensation Manager position and the creation of a Compensation Analyst. The Division has submitted the necessary requisition to fill this position.

Next Steps

To this end, the Human Resources Division has enlisted the assistance of an outside compensation expert to conduct the research necessary to provide a quality report for the Committee's review. DHR, over the past several weeks, has worked with the BHD to provide the consultant with the necessary data for a proposal. It is our expectation that the above report may be available as early as the April committee cycle.

Action Recommended

Informational report only, no action required.

C: John Ruggini, Acting Fiscal & Budget Administrator
Geri Lyday, Interim Director, DHHS

COUNTY OF MILWAUKEE
DAS-Division of Human Resources
INTER-OFFICE COMMUNICATION

8

DATE : March 2, 2011

TO : Supervisor Patricia Jursik, Chair, Personnel Committee

FROM : Candace Richards, Interim Director, DAS - Division of Human Resources

Candace M. Richards

SUBJECT: **Quarterly Report on Overtime Paid for Non-Represented FLSA Exempt Employees (Informational Only)**

Issue

Milwaukee County Code Section 17.16 governs overtime compensation for non-represented employees. As amended in November of 2009, the Code states that non-represented employees that are exempt from the requirements of the Fair Labor Standards Act (FLSA), other than ECP employees, shall be compensated for overtime for all hours worked in excess of forty hours in a week on a straight time basis and may only liquidate accrued overtime as compensatory time off. Exceptions may be approved by the Director of Human Resources, allowing these employees to be paid for accrued overtime rather than receive compensatory time off.

The Code requires the Director of Human Resources to provide the Personnel Committee with quarterly reports of all overtime paid to non-represented employees that are FLSA exempt.

Background

The FLSA is the federal regulation regarding minimum wage and overtime compensation. Employees of public agencies are subject to the FLSA. Employees are presumed to be covered by the FLSA unless they meet certain specific conditions exempting them. The primary exemption that applies to County employees concerns executive, administrative, professional and some computer capacities.

In November of 2009, Milwaukee County amended Section 17.16(1)(b) of the County Code, which governs overtime compensation for non-represented employees, as follows:

- Non-exempt employees: Employees holding positions which are non-exempt from the FLSA shall receive time and one-half for all hours worked over forty (40) hours per week.
- Exempt employees: Employees holding a position exempt from the FLSA who are not in an executive classification shall be compensated for overtime for all hours worked in excess of forty hours in a week on a straight time basis and may only liquidate accrued overtime as compensatory time off unless approved by the Director of Human Resources.

In March of 2010, the Board received a report from the Director of Human Resources presenting a consultant study of non-represented classifications. That study found that four classifications, which had been classified as exempt from the FLSA, should actually be classified as non-exempt. In the reverse, the consultant found 45 classifications that had been deemed non-exempt that should instead be classified as exempt from the FLSA.

March 2, 2011

Supervisor Patricia Jursik, Chair, Personnel Committee

Overtime Paid to Non-Represented FLSA Exempt Employees

Page 2

Pursuant to Milwaukee County Board Resolution and Ordinance, the following table summarizes overtime compensation paid to non-represented and FLSA exempt employees for pay period 3, January 10, 2010, through pay period 1, December 25, 2010.

	PPE 06/26/10	PPE 08/21/10	PPE 11/13/10	PPE 12/25/10
Number of employees that accrued overtime	131	130	139	136
Total number of employees paid overtime	32	25	28	31
Hours of overtime accrued	3450	5309	7390.5	8192.5
Hours of overtime paid out	914	1085	1954.8	2225.7
Total overtime paid out	\$46,868	\$56,503	\$85,715.0	\$112,129.90

Central Payroll, with the assistance of Human Resources, will continue to monitor requests for overtime payment to ensure that the pay policy is consistent with the County Code.

Recommendation

This report is informational only.

Prepared by: Candace Richards, Sue Drummond

cc: John Ruggini, Acting Fiscal & Budget Administrator
E. Marie Broussard, County Executive Deputy Chief of Staff
Jerry Heer, County Auditor
Scott Manske, Controller
Timothy Schoewe, Corporation Counsel



OFFICE OF THE COUNTY CLERK

JOSEPH J. CZARNEZKI • COUNTY CLERK

DATE: February 22, 2011
TO: Chairman Lee Holloway, Milwaukee County Board of Supervisors
FROM: Joseph J. Czarnezki, Milwaukee County Clerk
RE: Request to Double Fill the Position of Fiscal Specialist

Pursuant to Section 17.14 (1) of the Milwaukee County General Code of Ordinances, I am requesting authority to double fill the position of Fiscal Specialist, Title Code 04042, Pay Range 05P, Org. Unit 3270, for approximately four (4) weeks, beginning April 4, 2011.

Fiscal Specialist Chris Cychosz is retiring on April 29, 2011. Authority to double fill her position is necessary in order to properly train her successor and ensure an efficient transition.

The Fiscal Specialist is vital to all fiscal operations of the County Clerk's office.

It is estimated that double filling this position for four (4) weeks will cost approximately \$2,997 (\$2,771 salary + \$226 social security), assuming that the new Fiscal Specialist will be hired at mid-point of Pay Range 05P. The cost of the double fill will be offset by hiring at a lower salary than the incumbent who is at the maximum step of the pay range.

I request that the enclosed resolution be referred to the Committee on Personnel. Thank you.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Joseph J. Czarnezki".

JOSEPH J. CZARNEZKI
Milwaukee County Clerk

Cc: Supervisor Patricia Jursik, Chair, Committee on Personnel
Candace Richards, Interim Director of Human Resources
Rick Ceschin, Research Analyst
Jodi Mapp, Committee Clerk

Enclosure

1
2
3
4 (ITEM NO.) From the County Clerk, requesting authorization to double fill the position of
5 Fiscal Specialist 2 (title code 04042, Pay Range 05P) for approximately four (4) weeks,
6 beginning April 4, 2011, by recommending adoption of the following:

7
8 **A RESOLUTION**
9

10 WHEREAS, Section 17.14 (1) of the Milwaukee County Code of Ordinances
11 provides that a department head may request approval from the County Board to actively
12 employ more than one employee in a full-time authorized position for a specified period of
13 time; and

14
15 WHEREAS, the County Clerk has requested the authority under Section 17.14 (1) to
16 double fill the position of Fiscal Specialist, for approximately four (4) weeks, in 2011; and

17
18 WHEREAS, the Fiscal Specialist is vital to all fiscal operations of the County Clerk's
19 office as the only fiscal position in the department; and

20
21 WHEREAS, Fiscal Specialist Chris Cychosz, who has been employed in the County
22 Clerk's office since 1988, is retiring on April 29, 2011; and

23
24 WHEREAS, Ms. Cychosz must properly train her successor in order to ensure an
25 efficient transition; and

26
27 WHEREAS, it is estimated that double filling this position for four (4) weeks will cost
28 approximately \$2997; and

29
30 WHEREAS, the cost of the double fill will be offset by hiring the new Fiscal
31 Specialist at a lower salary than the incumbent; and

32
33 WHEREAS, the Committee on Personnel, at its meeting of March 11, 2011,
34 recommended approval of the County Clerk's request (vote 6-0); now, therefore,

35
36 BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby
37 authorize the County Clerk to double fill the position of Fiscal Specialist for approximately
38 four (4) weeks in 2011, pursuant to Section 17.14 (1) of the Milwaukee County Code of
39 General Ordinances.
40
41
42
43

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 22, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A request from the County Clerk to double fill the position of Fiscal Specialist for approximately four (4) weekd in mid-2011.

FISCAL EFFECT:

- | | |
|---|--|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	2,997	0
	Revenue	0	0
	Net Cost	2997	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Adoption of this resolution will authorize the County Clerk to have two (2) incumbents in the position of Fiscal Specialist for training purposes for a period of four (4) weeks. Budgeting at the mid-point for the position, salary for the additional incumbent is anticipated at \$2771 for the entire period plus \$226 in social security costs. Costs will be absorbed in the agency's budget.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By George L. Christenson, Deputy County Clerk

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

COUNTY OF MILWAUKEE
DAS – Division of Employee Benefits
INTER-OFFICE COMMUNICATION

Finance
Personnel 10

Referred
FEB 2011
County Board
Chairman

DATE : February 23, 2011 FILE NO. 08-279(a)(b)

TO : Chairman Lee Holloway, County Board of Supervisors

FROM : Gerald J. Schroeder, Interim Director-Employee Benefits Division 

SUBJECT : **Report from the Interim Director, Employee Benefits Division, requesting authorization to execute a three-year contract extension for administration of Milwaukee County's prescription drug coverage.**

Issue/Background

In July of 2008, the Personnel Committee and the Finance & Audit Committee authorized the Director of the Employee Benefits Division to execute a contract with Medco Health Solutions for Pharmacy Benefits Management (PBM) services. The contract was awarded for January 1, 2009 through December 31, 2011, with the intention to reevaluate the market for 2012.

Since that time, Medco has proven their value as a partner in Milwaukee County's efforts to control healthcare costs. The improvements to pricing have contributed to the overall healthcare savings realized in 2009 and 2010. Medco's support through enhancements to our clinical management initiatives have also helped to ensure appropriate and efficient use of the funds the County invests in providing pharmacy coverage. The Employee Benefits Division is satisfied with the service Medco has provided to employees and administrators.

In December 2010, at the County's request, Cambridge Advisory Group initiated discussions with Medco to explore an extension of the current agreement from 2011 through 2014. The primary objective of the extension was to secure immediate and ongoing price concessions from Medco in exchange for the additional guaranteed contract years.

In addition to the savings, the Employee Benefits Workgroup requested, and Medco has agreed to include the following stipulations:

- Extending the contract term to expire on 12/31/2014 in order to keep the pharmacy contract expiration date consistent with the expiration of the next medical contract.
- A market check provision allowing the County to solicit alternative bids following the 2012 plan year. Medco is required to keep their pricing within 1% of the most favorable alternative bid.
- A provision recognizing the County's right to re-open the contract if the County engages in a cooperative purchasing coalition that increases the total number of covered lives.

Summary of Financial Impact

Cambridge Advisory Group estimates savings of approximately \$2.6 million for claims processed from 4/1/2011 through 12/31/2011 due to improvements over the current pricing for brand name and generic drugs, guaranteed rebates, and dispensing fees. This figure is based on a reduction to the total cost of generic medications of 6.3%, and a reduction to the total cost of brand name medications of 4.0% applied over the 9-month period. It is also based on 2010 claims experience adjusted for inflationary trend.

An additional \$200,000 credit will be applied to the County in lieu of retroactively applying the improved terms to the first three months of the year. Finally, a renewal credit of up to \$4.00 per covered household (approximately \$44,000) is available to the County to offset administrative costs incurred by the County (e.g. consulting fees related to the renewal, communications, open enrollment charges, etc.). The total estimated savings for 2011 as a result of the proposed renewal is \$2,844,000.

Further price concessions take effect in 2012 and 2013 to ensure competitive rates throughout the life of the contract. The breakdown of subsequent year savings is provided in the accompanying fiscal note.

DBE Commitment

Medco has consistently met Milwaukee County's requirements for the participation of disadvantaged business enterprises and will be obligated to continue with full compliance in this program throughout the duration of the contract. The Benefits Division will work with the Community Business Development Partners to adjust DBE participation goals to reflect the proposed fee schedule.

Additional Considerations

The Employee Benefits Workgroup noted potential concern regarding the award of a multi-year contract of this significance without soliciting competing bids. Typical process would require an RFP. However, the proposed extension creates a unique opportunity to capture savings in 2011 that can only be attained by extending with Medco. A proposed contract with any other PBM would only be effective beginning in 2012. Further, Medco's unique therapeutic resource centers and clinical management initiatives are key components to the pharmacy savings included in the 2011 adopted budget. As such, the workgroup felt that a sole source contract would be appropriate.

The workgroup also discussed the possibility of attaining greater price concessions in the competitive RFP process. However, both the Employee Benefits Division and Cambridge Advisory Group agree that the proposed pricing is best in class. Given the limited competition among major PBMs, it is unlikely that the competitive RFP process would yield a significant improvement over the terms of the proposed extension. The opportunity cost of forgoing the bidding process is also mitigated by the improvements to pricing in 2012 and 2013, and the County's ability to exercise the market check provision of the contract.

February 23, 2011

Chairman Lee Holloway, County Board of Supervisors

**Report from the Interim Director, Employee Benefits Division,
requesting authorization to execute a three-year contract extension
for administration of Milwaukee County's prescription drug coverage**

Page 3

Recommendation

The proposed extension of the Medco PBM contract provides the County with a unique opportunity to achieve an estimated \$2.8 million in pharmacy savings in 2011, while also securing best in class pricing for 2012 through 2014. Financial and contractual terms of the extension are favorable, and we are not likely to see significant improvements by waiting for 2012 and issuing an RFP. The proposed extension includes provisions allowing the County to re-evaluate the market during the life of the contract.

As such, the Employee Benefits Workgroup and Employee Benefits Division concur with the recommendation by Cambridge Advisory Group to pursue the extension of the Medco PBM service contract in lieu of publishing a request for proposal.

Therefore, it is requested that the County Board of Supervisors authorize the Interim Director, Employee Benefits Division, to extend the contract Medco Health Solutions for the administration of Milwaukee County's prescription drug coverage through the conclusion of the 2014 plan year.

GJS/MH:hmf

Attachments

Cc: County Executive Marvin E. Pratt

Supervisor Johnny L. Thomas, Vice-Chair, Finance & Audit Committee

Supervisor Patricia Jursik, Chair, Personnel Committee

E. Marie Broussard, Deputy Chief of Staff, County Executive's Office

John Ruggini, Acting Fiscal & Budget Administrator

Timothy Schoewe, Corporation Counsel

Fred Bau, Interim Director of Labor Relations

Rick Ceschin, Senior Research Analyst, County Board

Steve Cady, Fiscal and Budget Analyst, County Board

Carol Mueller, Chief Committee Clerk

Jodi Mapp, Personnel Committee Clerk

(ITEM) From the Interim Director, Division of Employee Benefits, requesting authorization to execute a contract with Medco Health Solutions for Pharmacy Benefits Manager services for the 2011 through 2014 plan years by recommending adoption of the following:

A RESOLUTION

WHEREAS, Milwaukee County utilizes the services of a Pharmacy Benefits Manager (PBM) for the administration of Milwaukee County's prescription drug coverage; and

WHEREAS, Medco Health Solutions is under contract for PBM services for the 2009 through 2011 plan years; and

WHEREAS, Medco has proven to be a valuable partner in Milwaukee County's efforts to manage pharmacy costs and has met or exceeded all performance expectations under their current contract; and

WHEREAS, Medco Health Solutions is uniquely positioned to provide cost reductions in the 2011 plan year while continuing the savings initiatives adopted in the 2011 operating budget; and

WHEREAS, Cambridge Advisory Group on behalf of Milwaukee County has engaged Medco Health Solutions in negotiating a contract extension in advance of the expiration of the current contract; and

WHEREAS, Medco Health Solutions' proposed extension included immediate price concessions, fee reductions in subsequent years, and a market-check provision ensuring continued best-in-class pricing over the full term of the contract; and

WHEREAS, Medco Health Solutions' proposed extension was also evaluated on performance guarantees, patient services, client services, implementation, formulary impact, clinical services, and compliance with Milwaukee County disadvantaged business enterprise goals; and

WHEREAS, The Employee Benefits Division, the Employee Benefits Workgroup, and Cambridge Advisory Group recommend accepting the proposed extension; now, therefore

BE IT RESOLVED, that the Interim Director, Employee Benefits Division, Department of Administrative Services and the Office of Corporation Counsel, is hereby authorized to execute a contract extension with Medco Health Solutions for the administration of Milwaukee County's group prescription drug benefit coverage for active employees and retirees commencing January 1, 2011 and continuing through December 31, 2014.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 16, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request authorization for the Interim Director of Employee Benefits to execute a contract with Medco Health Solutions for pharmacy benefit management services for the plan years 2011 through 2014.

FISCAL EFFECT:

- | | |
|--|--|
| <input type="checkbox"/> No Direct County Fiscal Impact
<input checked="" type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input checked="" type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|--|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	-\$2,840,000	-\$3,760,000
	Revenue		
	Net Cost		
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A.) Approval of this request would enable the Division of Employee Benefits to contract with Medco Health Solutions for the administration of Milwaukee County's prescription drug coverage through the 2014 plan year.

B.) Current year costs related to this action are limited to the time of existing staff.

C.) This contract would reduce the current year costs of the County's prescription drug coverage by an estimated \$2,840,000. The contract provides additional savings vs. the current pharmacy pricing of \$3,760,000 in 2012, and \$3,900,000 in 2013, and \$4,100,000 in 2014.

D.) The estimated cost reduction assumes enrollment and drug utilization will remain similar to 2010. Significant changes to employee demographics, drug mix, headcount, or utilization could positively or negatively impact the estimate. The savings estimates for 2012 through 2014 are vs. the County's current pricing, and are not incremental annual budget savings. Normal inflationary trend will likely offset savings in future years.

Department/Prepared By Matthew Hanchek, Fiscal Benefits Manager

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

COUNTY OF MILWAUKEE
DAS – Division of Employee Benefits
 INTER-OFFICE COMMUNICATION

DATE : February 28, 2011

TO : Supervisor John Thomas, Vice-Chair, Finance & Audit Committee
 Supervisor Patricia Jursik, Chair, Personnel Committee

FROM : Gerald Schroeder, Interim Director – Employee Benefits Division *MSH/L*
on behalf of G.S.

SUBJECT : **Informational Report from the Interim Director, Employee Benefits Division, Regarding Dependent Eligibility Audits. (Informational Only)**

In the 2011 Operating Budget, the Department of Audit and the Employee Benefits Division were tasked with developing the process for an audit of dependent benefits eligibility and releasing an RFP for an external administrator to conduct the audit on the County's behalf.

The Department of Audit and the Employee Benefits Division have discussed scope and common practices for an eligibility audit, including the option for allowing an amnesty period prior to the audit to allow employees to self-report covered ineligible dependents without fear of disciplinary action. Further, we have confirmed that there are a number of firms with extensive experience in these types of initiatives, including many of the County's existing benefits vendors, who are able to provide reliable expectations for the return on investment.

However, despite progress on this item, the pending budget actions at the State level could have a significant impact on the timing of our efforts to conduct this audit and the potential outcome. As such, the Employee Benefits Division and Department of Audit intend to return to the committees in the April cycle to discuss any changes that arise from the State's action and the next steps for issuing an RFP.

Cc: Jerome Heer, Director of Audits
 John Ruggini, Acting Fiscal & Budget Administrator
 Timothy Schoewe, Corporation Counsel
 Rick Ceschin, Senior Research Analyst, County Board
 Steve Cady, Fiscal and Budget Analyst, County Board
 Carol Mueller, Chief Committee Clerk
 Jodi Mapp, Personnel Committee Clerk

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE: February 28, 2011

TO: Supervisor Johnny Thomas, Vice Chair, Committee on Finance and Audit
Supervisor Patricia Jursik, Chair, Personnel Committee

FROM: Employee Benefits Workgroup
Prepared by Mark Grady, Principal Assistant Corporation Counsel

SUBJECT: Fund Request for Employee Benefits Workgroup

Background

In 2009 the County Board established the Employee Benefits Workgroup to review and analyze the Milwaukee County benefit package and to assess opportunities to reduce costs associated with those benefits. The Workgroup is comprised of staff from Corporation Counsel, Audit, County Board and the Department of Administrative Services (Fiscal, Benefits and Labor Relations), and outside health care, pension and legal consultants as needed. The Workgroup continues to meet to discuss budget directives and other fringe benefit cost saving opportunities.

Request

The 2011 Adopted Budget, Org. Unit 1972, directed the Employee Benefits Workgroup to “study what steps must occur in order to cap the backdrop pension benefit at a future point in time. This includes legal guidance as to how best to proceed and an actuarial study of the impact of such an action.” A report is due in the June 2011 cycle. No funding provision for the actuarial study was provided in Org. Unit 1972.

In addition, the Committee on Personnel referred to the Workgroup, among others, a resolution directing the Workgroup to develop a graduated defined contribution pension plan (i.e 401(k) type) to replace the existing defined benefit plan and to report back with a final plan for implementation. No funding was provided in this referral to the Workgroup for actuarial assistance.

The 2011 Adopted Budget, Org. Unit 1950, directs the Workgroup to study a number of initiatives, including healthcare cost containment, wellness, disease management, prescription drug management and the creation of a VEBA related to the use of sick allowance to pay for health care premiums in retirement, among others. An appropriation of \$350,000.00 was set forth in Org. Unit 1950 “to retain outside consultants, actuaries, and other professional services to assist staff in actuarial analysis, ad hoc reporting, request for proposals preparation, contract and rate negotiations, annual enrollment processing and other areas where additional expertise in health care advisory services may be needed, including for the Employee Benefits Work Group.”

The Wisconsin State Senate Bill 11 (budget repair bill) proposes numerous changes to State employee fringe benefits, and to Milwaukee County pension contributions. The State biannual budget and negotiations with unions may require the County to request an actuarial analysis of the possible changes to contributions. For that reason the County will need to add additional funds to the contract with the pension fund actuary.

Discussion

The Workgroup has received estimates from Buck Consultants of approximately \$7,000 – \$10,000 for actuarial services needed to analyze the impact of the resolution related to the creation of a defined contribution pension plan. In addition, Buck Consultants has provided an estimate of approximately \$15,000 - \$30,000 for actuarial services related to the study of capping the backdrop. The range is broad given that at this time the precise nature of any such proposals is unknown. Further actuarial analysis of State proposed changes to employee contributions to the County ERS will require additional time of the actuary. We are estimating this could be \$10,000 – \$15,000 for this work

The org unit 1950 – Fringe Benefits includes an appropriation for professional services of \$350,000. DAS-Fiscal staff has estimated that the entire appropriation will be used for health care cost analysis in the 2011 budget year. As a result, funds are not available in this appropriation for these services. A fund transfer is recommended to transfer \$50,000 from Org. 1945 – Appropriation for Contingencies to DAS – Fiscal Affairs to provide funding for this contract. The Employee Benefit Workgroup would like to contract this work with Buck Consultants, on a sole source basis, using current contract rates that are in effect for the consultant, from a previous three year contract. Buck Consultants is the actuary for the pension plan, and holds all of the actuarial data that is needed to perform the studies needed by Milwaukee County. The Employee Benefit Workgroup would also be looking for a waiver from DBE requirements in order to enter into this professional service contract.

Recommendation

The Employee Benefit Workgroup recommends that a sole source contract be entered into with Buck Consultants for actuarial services in the amount of \$50,000. The funding would be allocated from monies appropriated in Org. 1945 – Appropriation for Contingencies. The contract would be waived from any DBE requirements.

cc: County Executive Marvin Pratt
Milwaukee County Board of Supervisors
E. Marie Broussard, Deputy Chief of Staff, County Executive's Office
Terry Cooley, Chief of Staff, County Board
Jodi Mapp, Personnel Committee Clerk
Carol Mueller, Finance and Audit Committee Clerk

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From the Department of Administrative Services, requesting approval of a contract with Buck Consultants for \$50,000, to perform actuary services for the Milwaukee County Employee Benefits Workgroup to meet County Board requested items and which would be exempt from DBE requirements due to the sole source nature of the contract, by recommending adoption of the following:

A RESOLUTION

WHEREAS, Section 56.30 of the Milwaukee County Ordinances provides that professional service contracts that are \$50,000 or above require the approval of the County Board, prior to execution of the contract; and

WHEREAS, Section 56.30 of the Milwaukee County ordinances also require a waiver from DBE requirements if the department wishes to enter into a sole source contract with a vendor for professional services; and

WHEREAS, in 2009 the County Board established the Employee Benefits Workgroup to review and analyze the Milwaukee County benefit package and to assess opportunities to reduce costs associated with those benefits; and

WHEREAS, the Workgroup is comprised of staff from Corporation Counsel, Audit, County Board and the Department of Administrative Services (Fiscal, and Benefits) and Labor Relations, and outside health care, pension and legal consultants as needed; and

WHEREAS, the 2011 Adopted Budget, Org. Unit 1950 – Employee Fringe Benefits, directs the Workgroup to study a number of initiatives, including healthcare cost containment, wellness, disease management, prescription drug management and the creation of a VEBA related to the use of sick allowance to pay for health care premiums in retirement, among others; and

WHEREAS, the Wisconsin State Senate Bill 11 (budget repair bill) proposes numerous changes to State employee fringe benefits, and to Milwaukee County pension contributions; and

WHEREAS, an appropriation of \$350,000 was set forth in Org. Unit 1950 “to retain outside consultants, actuaries, and other professional services to assist staff in actuarial analysis, ad hoc reporting, request for proposals preparation, contract and rate negotiations, annual enrollment processing and other areas where additional expertise in health care advisory services may be needed; and

46 WHEREAS, Buck Consultants, the County actuary for the Employee Retirement
47 System, currently is performing actuarial work for the County, because of their knowledge
48 of the County, and their access to the actuarial data used to perform analysis; and
49

50 WHEREAS, Milwaukee County wishes to enter into a sole source contract with
51 Buck Consultants to perform the actuarial work needed to complete the tasks requested by
52 the Personnel Committee and included in the 2011 Adopted Budget and State Budget
53 Repair Bill; and
54

55 WHEREAS, the \$350,000 in funds included in Org. Unit 1950 – Employee
56 Fringe Benefits are earmarked for other purposes per the 2011 Adopted Budget; hence the
57 \$40,000 estimated to complete two actuarial projects could be allocated from Org. Unit
58 1945 – Appropriation for Contingencies; and
59

60 WHEREAS, the three actuarial studies include \$30,000 to complete a study of
61 capping the backdrop benefit, \$10,000 to analyze the creation of a defined contribution
62 (401 (k) type) pension plan and \$10,000 to study the impact of the changes proposed in
63 the Budget Repair Bill; now, therefore,
64

65 BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby
66 authorize the Department of Administrative Services – Fiscal Affairs to enter into a sole
67 source contract with Buck Consultants for \$50,000, which would be exempt from DBE
68 requirements under Chapter 56 and Chapter 42 of Milwaukee County Ordinances; and
69

70 BE IT FURTHER RESOLVED, that the Department of Administrative Services is
71 authorized to process an appropriation transfer for \$50,000 from Org. Unit 1945-
72 Appropriation for Contingencies to the Fiscal Affairs Division in order to reimburse Buck
73 Consultants for the services outlined in this resolution.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 02/28/2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Buck Consultants Actuarial Services

FISCAL EFFECT:

- | | |
|---|---|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input checked="" type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	50,000	0
	Revenue		
	Net Cost	50,000	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The County Board is being requested to authorize, by resolution, the approval of a contract with Buck Consultants for actuarial services of a sole source nature. The actuarial services are needed to meet requests of the Personnel Committee, the 2011 Adopted Budget and the 2011 State Budget Repair Bill. Specifically, \$30,000 would be provided to study capping the backdrop benefit, \$10,000 to analyze the implementation of a defined contribution pension (401(k)) alternative and \$10,000 to assess the impact of the State Budget Repair Bill. These amounts are initial estimates only and are subject to change depending on the complexity of the actuarial work required. Funding would be appropriated from Org. 1945 - Appropriation for Contingencies.

B. Approval of this resolution will authorize DAS-Fiscal Affairs to enter into a contract for \$50,000 from 2011 Appropriation for Contingency (Org. 1945) funds. This is a one-time cost for payment of the contract work.

C. This would decrease the amount of funds contained in the Appropriation for Contingencies to offset other shortfalls or to pay for other unanticipated needs.

D. No assumptions or interpretations were utilized to calculate this fiscal note, since actual invoices were used.

Department/Prepared By Steve Cady, County Board Fiscal and Budget Analyst

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE: February 25, 2011

TO: Supervisor Johnny Thomas, Vice Chair, Committee on Finance and Audit
Supervisor Patricia Jursik, Chairwoman, Committee on Personnel

FROM: Employee Benefits Workgroup
Prepared by Stephen Cady, Fiscal and Budget Analyst, County Board

SUBJECT: Status Report on a Voluntary Employee Benefits Association (VEBA)

Background

In 2009 the County Board established the Employee Benefits Workgroup to review and analyze the Milwaukee County benefit package and to assess opportunities to reduce costs associated with those benefits. The Workgroup is comprised of staff from Corporation Counsel, Audit, County Board and the Department of Administrative Services (Fiscal, and Benefits) and Labor Relations, and outside health care, pension and legal consultants as needed. The Workgroup continues to meet to discuss budget directives and other fringe benefit cost saving opportunities.

Request

The 2011 Adopted Budget directed the Employee Benefits Workgroup to “examine and develop recommendations for the possible implementation of a voluntary employee benefits associations (VEBA), or similar program, to allow the County to make to make tax deferred employee payments (i.e. sick payouts) that can be used for post-retirement health care expenditures or other eligible expenses.” These types of programs can reduce both the employer’s and employee’s tax obligations. A report from the Workgroup is due in the March 2011 cycle.

Discussion

Wisconsin State Senate Bill 11 (budget repair bill) proposes numerous changes to employee fringe benefits and collective bargaining laws. Subsequent to this bill, the Governor will be issuing the proposed biannual budget for the State of Wisconsin. The Workgroup is focusing its efforts on trying to understand the issues related to the potential implementation of these changes for Milwaukee County employees. Quite simply, the VEBA initiative is a lower priority than focusing our efforts on meeting the 2011 budget targets.

Recommendation

The Employee Benefit Workgroup recommends that the development of a possible VEBA program be postponed until the impacts of the budget repair bill and the biannual budget can

be understood and, where required, properly implemented per statutory deadlines. The Workgroup will provide an update on the VEBA initiative as soon as practicable.

cc: County Executive Marvin Pratt
Milwaukee County Board of Supervisors
E. Marie Broussard, Deputy Chief of Staff, County Executive's Office
Terry Cooley, Chief of Staff, County Board
Jodi Mapp, Personnel Committee Clerk
Carol Mueller, Finance and Audit Committee Clerk

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: February 16, 2011

TO: Supervisor Patricia Jursik, Chair, Personnel Committee

FROM: John Ruggini, Acting Fiscal and Budget Administrator 

SUBJECT: Follow-up Report Regarding Unauthorized Usage of Personal Information by an Employee of a Temporary Agency

Issue

After an incident in October, 2010 where an employee of a temporary agency was arrested on suspicion of identity theft arising from her employment at the Division of Employee Benefits, the Personnel Committee requested that the Department of Administrative Services (DAS) report back on county department's use of temporary employees, including access to sensitive information and safeguards in place to prevent future incidents of identity theft or other criminal activity.

Background

In July of 2009, DAS – Employee Benefits secured the services of six temporary employees under an existing contract with Adecco, a temporary employment agency. All of these employees had passed a criminal background check. These employees were hired to assist with two projects relating to record conversion and electronic filing. Under the County's contract, Adecco is required to perform background checks on all employees assigned to Milwaukee County offices. In addition, Adecco is required to provide insurance to cover any damages that may arise from the acts of its employees.

In October of 2010, an Adecco employee who had been working in DAS – Employee Benefits for approximately year, was arrested by Milwaukee County Sheriffs on suspicion of identity fraud. The County sent a letter to Adecco on October 20th giving notice of a potential claim to be filed by the County, however no claims for damages have been filed in relation to this incident. No other incidents of identity theft relating to this exposure have occurred to this date.

The temporary employee and an accomplice pled guilty to the charges and are scheduled to be sentenced in April.

Use of Temporary Employees as of February, 2011

The County currently contracts primarily with three agencies for the services of approximately 40 temporary employees. These employees are primarily performing clerical or paraprofessional functions.¹ In some cases, temporary workers assist with special projects with a defined term, such as the records project at ERS and the electronic imaging project at the Department of Child Support Enforcement (CSE). In other cases, temporary employees are used to fill positions while recruitment and hiring proceeds for a regular appointment. In some cases, County departments have used temporary employees for longer periods of time.

In most cases, temporary employees are not given access to personal information of County employees, although there are some exceptions. In the Behavioral Health Division (BHD), a temporary employee is used to assist with payroll and unemployment claims. DAS – Human Resources (DAS – HR) also has a temporary employee to coordinate the processing of unemployment claims. Labor Relations has a temporary employee providing office support who does have access to personnel files and Ceridian. In addition, temporary employees in CSE, the Office of the Sheriff, Department of Health and Human Services and BHD have access to sensitive information pertaining to members of the public.

Current Safeguards to Protect Sensitive Information

As mentioned above, the existing agreement with all temporary agencies includes a requirement that the agencies perform background checks on any employee placed in a County department. Current agreements also indemnify the County against losses resulting from criminal activity and require temporary agencies to maintain adequate insurance to cover such losses.

- In the Sheriff's Office, temporary employees undergo the same background investigation as permanent employees.
- CSE temporary employees also undergo the same background investigation as permanent employees. CSE has very strict state and federal laws and rules that govern access to departmental data. All employees are briefed on the serious consequences of unauthorized access and are required to sign the department's confidentiality agreement. In addition, the department's main computer programs provide for tracking and monitoring of data accessed by all staff.
- In DHSS, the one temporary employee with access to client information works under an agreement which covers confidentiality of client records.

¹ This analysis does not include temporary employees that are placed in DAS – Information Management Services Division through price agreements with IT service companies.

- The BHD temporary employees have been trained on HIPAA requirements and their work is closely monitored.
- The temporary employee in DAS – HR works closely with the HR Director. She has also signed a confidentiality statement.
- The temporary employee in the Department of Labor Relations has signed a confidentiality agreement.

Next Steps

DAS believes that departments have put sufficient safeguards in place to mitigate the risk associated with access to sensitive information. However, these safeguards are implemented on an ad-hoc basis. In order to ensure that sensitive personal information is protected in all County departments, DAS - Fiscal, in conjunction with Corporation Counsel, DAS - Risk Management, DAS - HR and DAS – Information Management Services Division, will develop a policy regarding access to sensitive information.

Recommendation

This report is informational only.

Prepared by: Davida Amenta
278-5330

Cc: Tim Schoewe, Corporation Counsel
Jason Gates, Risk Management
E. Marie Broussard, Deputy Chief of Staff
Candace Richards, Int Director HR
Gerry Schroeder, Int Director Employee Benefits
Lisa Jo Marks, Child Support Enforcement
Laurie Panella, Int Director IMSD

COUNTY OF MILWAUKEE
Labor Relations
INTER-OFFICE COMMUNICATION

DATE: March 02, 2011
TO: Chairman Lee Holloway, County Board of Supervisors
FROM: Fredrick J. Bau, Interim Director of Labor Relations
SUBJECT: **Request to Increase Funds for the Amedo Greco Contract**

Request:

Section 46.09 of the Milwaukee County Code of General Ordinances requires County Board approval for the purchase of human services from non-governmental vendors. Therefore, the Director, Department of Labor Relations, is requesting to amend the Amedo Greco contract to increase the do not exceed limit by \$20,001.

Background:

The Memorandum of Agreement (MOA) between Milwaukee County and Milwaukee County District Council 48, AFSCME, AFL-CIO contains a provision requiring us to jointly employ a permanent umpire to resolve disputes in the grievance process. Specifically, Section 4.05(1) of the MOA States:

“To assist in the resolution of disputes arising under the terms of this Memorandum of Agreement and in order to provide an impartial forum to resolve such disputes, the parties agree to appoint an impartial umpire who shall act in each area of dispute as hereinafter provided. Such umpire shall be selected by mutual agreement between the Union and the Personnel Committee of the County Board of Supervisors and shall be compensated for his/her services in a manner, which is mutually satisfactory to the County, the Union, and the Umpire. He/she shall serve for a period of one year from the date of his/her appointment except that his/her term of office may be extended from time to time by mutual agreement of all parties.”

In 2009, Amedo Greco was chosen by Labor Relations, the Union, and was reviewed by the Personnel Committee to be the permanent umpire for Milwaukee County.

Currently, the contract has a “do not exceed limit” of \$49,999. This request would increase the contract limit by \$20,001.

Recommendation:

It is recommended that the Milwaukee County Board of Supervisors authorize the amendment of the Amedo Greco contract by an increase of \$20,001, to ensure that expenses for the permanent arbitrator do not exceed current contract limits.

Fiscal Effect:

Funding for this amendment is contained in the Department of Labor Relations’ 2011 Budget. There is no increased tax levy required.

cc: John Ruggini, Interim Fiscal & Budget Administrator
Richard Ceschin, County Board Staff
Jodi Mapp, Personnel Committee Clerk

Agreement

This Agreement made and entered on the 1st day of May, 2009, by and between the County of Milwaukee, hereinafter referred to as "County," Milwaukee District Council 48, American Federation of State, County, and Municipal Employees, AFL-CIO, hereinafter referred to as "Union," and Amedeo Greco, hereinafter referred to as "Arbitrator."

Witnesseth:

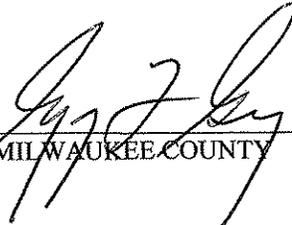
1. The County and the Union hereby appoint Amedeo Greco within the meaning of Section 4.05 of their collective bargaining agreement. This appointment is for a period beginning May 1, 2009 and ending December 31, 2010.
2. During the period of appointment, the duties of the Permanent Arbitrator shall be performed in accordance with the pertinent provisions of the collective bargaining agreements between the County and the Union, and addenda attached thereto, and any amendments or modifications subsequently attached thereto, all of which are incorporated herein by reference.
3. Arbitrator shall hold himself reasonably available to perform the duties of Permanent Arbitrator. However, Arbitrator shall not receive the monthly retainer should he take a leave of absence. If Arbitrator takes a leave of absence, which shall be for no more than six (6) months, Arbitrator shall provide the parties with at least sixty (60) days' advance notice. The parties agree that the Arbitrator shall set four (4) dates per month, and such dates shall be scheduled on days which are acceptable to all parties. Arbitrator agrees that additional dates for additional cases shall be scheduled at a time mutually agreed upon by all parties on an as-needed basis. It is further understood by the parties that the number of arbitration dates are for the use by the County and the Union.
4. Nothing in this agreement shall prevent Arbitrator from engaging in private practice as a professional neutral in dispute resolution or in any other pursuit not in conflict with the position of Permanent Arbitrator, but only to the extent that such practice or other pursuit permits Arbitrator to be reasonably available to perform the duties of Permanent Arbitrator.
5. The County and the Union shall provide suitable room(s) within Milwaukee County for the Conduct of arbitration hearings.
6. Arbitrator shall bear the expense incurred by him in his performance of Permanent Arbitrator duties, such as: mileage, meals, typing, and duplicating services, materials and equipment, postage and the maintenance and equipping of a suitable work location outside of County and Union premises, but within a reasonable distance of Milwaukee County.

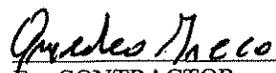
7. In consideration of Arbitrator's agreement to the terms of this Agreement, the County and the Union shall each pay one-half of the following fees:
 - a. A retainer, consisting of Two Thousand Dollars (\$2,000) per month, payable on the first (1st) day of each calendar month for the duration of this Agreement.
 - b. A per diem rate in accordance with the standards noted in 8.a. and 8.b. consisting of Seven Hundred and Twenty Dollars (\$720).
8. At the time Arbitrator completes work on a case, he shall promptly submit to the County, the Union, and to the treasurer of the affected Local his bill, with respect to that case, specifying the following matters:
 - a. The date(s) of hearing (including conferences and site inspections) held in the case and the number of eight (8) hour days or any part thereof spent in such hearings and breaks during and between hearings on any given day. The full per diem fee, as specified herein, shall be paid for any amount of time spent in hearing
 - b. The number of eight (8)hour workdays to the eighth of a day, spent in case-related preparation (including correspondence, telephone communications, administration and record-keeping, pre-hearing research, if any, record review, post hearing, decision-writing, editing and distribution).
 - c. Case-related travel between the hearing location and Arbitrator's work location shall be reimbursed at Ninety Dollars (\$90.00).
 - d. When a hearing in a matter is commenced, but is not completed within three (3) months of the original date of the hearing, Arbitrator may send the County and the Union an interim bill for time spent in hearing and preparation during the resolution of such matter.
9. The cancellation or postponement of a hearing shall not entail a separate fee in addition to that, if any, otherwise arising under the standards set forth in 8.a. and 8.b. and 8.c., above.
10. The County and the Union shall pay as soon as possible after receipt of a bill. Union bills shall be sent to and paid by Milwaukee District Council 48, which shall be the entity responsible for payment of all bills sent to it by Arbitrator. Any reimbursement to Milwaukee District Council 48 by any Local of the District Council shall be the sole responsibility of Milwaukee District Council 48 to arrange. However, such Local reimbursement or the delay of such Local reimbursement shall not cause a delay in the payment to Arbitrator by Milwaukee District Council 48.
11. The monthly retainer shall be mailed to Arbitrator no later than five (5) calendar days subsequent to the first (1st) day of any month subject to this Agreement.

Furthermore, bills submitted by Arbitrator under paragraphs 7 and 8 above shall be paid within forty-five (45) days of the date of the bill.

12. Arbitrator shall issue a written decision within forty-five (45) days of the date of the completion of any hearing or within forty-five (45) days of the date that the last brief is submitted in any grievance. This provision may be waived with the consent of both Milwaukee County and Milwaukee District Council 48, AFSCME, AFL-CIO.
13. County and Union further reserves the right to terminate this Agreement at any time for any reason by giving Contractor Sixty (60) days' written notice by Certified Mail of such termination. In the event of said termination, Contractor shall reduce its activities hereunder as mutually agreed to, upon receipt of said notice. Upon said termination, Contractor shall be paid for all services rendered through the date of termination.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT Dated at Milwaukee, Wisconsin, this 1st day of May, 2009.


For MILWAUKEE COUNTY Date 5-12-09

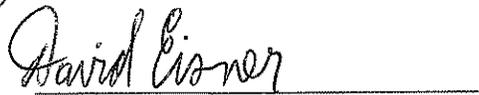

For CONTRACTOR Date 3/31/2009

MILWAUKEE DISTRICT COUNCIL 48,
AMERICAN FEDERATION OF STATE,
COUNTY AND MUNICIPAL EMPLOYEES,
AFL-CIO/CIO, and its appropriate
affiliated Locals, termed "Union"

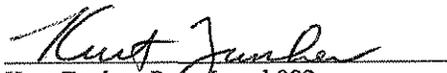

Richard Abelson, Executive Director


Joann Marczewski, Pres. Local 170

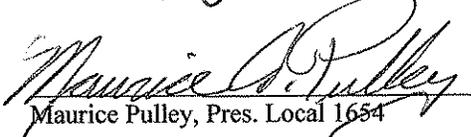

Kevin Schoofs, Pres. Local 567


David Eisner, Pres. Local 594


Beth Werve, Pres. Local 645


Kurt Zunker, Pres. Local 882

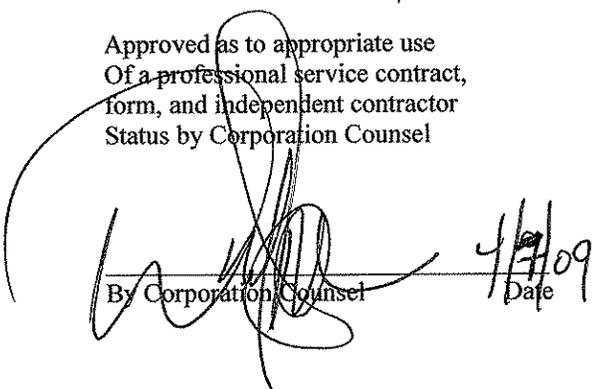

Milton Bartelme, Pres. Local 1055

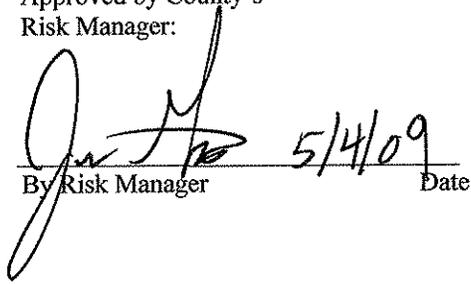

Maurice Pulley, Pres. Local 1654


Rodney W. Harris, Pres. Local 1656

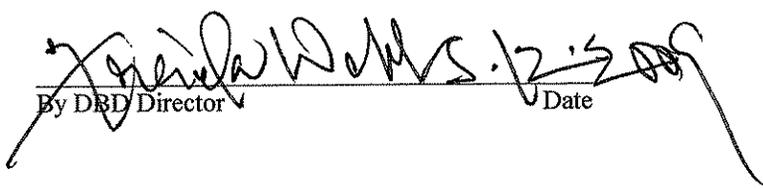
Approved as to appropriate use
Of a professional service contract,
form, and independent contractor
Status by Corporation Counsel

Approved by County's
Risk Manager:


By Corporation Counsel Date 4/7/09


By Risk Manager Date 5/4/09

Approved with regards to Chapter 42
County General Ordinances:


By DED Director Date

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From the Interim Director, Department of Labor Relations, requesting authorization to amend the Amedo Greco contract, by an increase of \$20,001, to ensure that expenses for arbitration do not exceed current contract limits, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Director of Labor Relations has indicated that the possibility exists that Milwaukee County may need to arbitrate grievances with the Milwaukee County unions; and

WHEREAS, the Director of Labor Relations has requested the authority to amend the Amedo Greco contract to exceed current limits by \$20,001; and

WHEREAS, Milwaukee County Ordinance 56.30 requires County Board approval for all professional service contracts that are amended or extended to provide additional reimbursement beyond \$50,000; and

WHEREAS, the costs will exceeded the current balance of \$3,247 available of the do not exceed amount of \$49,999 in the Amedo Greco contract; now, therefore,

BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby authorizes the Director of the Department of Labor Relations to amend the Amedo Greco contract by increasing the amount by \$20,001 to a do not exceed limit of \$70,000.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 03/02/11

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request to increase funds for Amedo Greco Contract

FISCAL EFFECT:

No Direct County Fiscal Impact Expenditures

Increase Capital

Existing Staff Time Required

Decrease Capital

Expenditures

Increase Operating Expenditures
(If checked, check one of two boxes below)

Increase Capital Revenues

Absorbed Within Agency's Budget

Decrease Capital Revenues

Not Absorbed Within Agency's Budget

Decrease Operating Expenditures

Use of contingent funds

Increase Operating Revenues

Decrease Operating Revenues

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	20,001	
	Revenue		
	Net Cost		
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Approval of this resolution will authorize the amendment of the Amedo Greco contract by an increase of \$20,001 to ensure that expenses for arbitration do not exceed contract limits of \$49,999.

The current contract with Amedo Greco has a balance of \$3,247 encumbered.

Funds for this action has been budgeted in the 2011 Labor Relations Budget

Department/Prepared By Labor Relations/Michael Bickerstaff

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.
Personnel - March 11, 2011 - Page 55

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

Date: February 25, 2011
To: Supervisor Patricia Jursik, Chair, Committee on Personnel
From: Frederick J. Bata, Interim Director of Labor Relations
RE: Informational Report for March 11, 2010 Personnel Committee Meeting

Attached is an informational report listing all collateral agreements that have been signed and implemented from December 1, 2010 through February 25, 2011.

The collateral agreement report is provided in accordance with the provisions of Chapter 80.04 of the General Ordinances of Milwaukee County and may be included on the agenda of the March 11, 2011 Personnel Committee Meeting for informational purposes only.

cc: John Ruggini, Interim Fiscal & Budget Administrator
Richard Ceschin, County Board Staff
Jodi Mapp, Personnel Committee Clerk
Personnel - March 11, 2011 - Page 56

Collateral Agreements Report
 Personnel Committee Meeting
 March 11, 2011

In accordance with the provisions of 80.04 of the County General Ordinances, and their respective labor agreements, the Interim Director of Labor Relations is reporting the following collateral agreements.

Signed	Union	County Department	Subject	Details
12/02/10	Milwaukee District Council 48 AFSCME-Local 645	Department of Health and Human Services	Scheduling of employees in two different unions	Mobile Crisis Team in BHD uses nurses and social workers interchangeable in the scheduling system to allow flexibility. This agreement allows management to use their bargaining unit seniority for scheduling purposes in one group and not two. Expires 06/01/2012.
01/11/11	Milwaukee District Council 48 AFSCME-Local 170	DHHS-Behavioral Health Division	Waiver of overtime over eight hours in the day for flex-time scheduling	Employee Lawanda Calhoun agree to wave overtime of over eight hours in the day for flex-time scheduling to be able to attend college. Expires 12/31/2011.
02/07/11	Milwaukee District Council 48 AFSCME-Local 170	DHHS-Behavioral Health Division	Waiver of overtime over eight hours in the day for flex-time scheduling	Employee Marsha Craddock agree to wave overtime of over eight hours in the day for flex-time scheduling to be able to attend college. Expires 12/31/2011.

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: January 24, 2011

To: Michael D. Mayo, Acting Chairman of the
Milwaukee County Board of Supervisors

From: Timothy R. Schoewe, Acting Corporation Counsel

RE: Proposed Amendment to Section 17.33 of the
General Ordinances of Milwaukee County

Please refer the attached resolution and proposed amendments to section 17.33 of the General Ordinances of Milwaukee County to the Judiciary, Safety and General Services Committee for placement on the agenda of their next regularly scheduled meeting on March 3, 2011 and also to the Committee on Personnel for placement on the agenda of their next regularly scheduled meeting on March 11, 2011.

The proposed ordinance change provides County, non-represented attorneys employed within the Court system, the Office of Child Support Enforcement, the Office of Corporation Counsel and the Office of the District Attorney with seminar reimbursement and payment of the cost of the minimum required mandatory membership dues including the special assessment that are included in the annual dues statement from the Wisconsin Bar Association. This ordinance change provides benefits to non-presented attorneys comparable to the benefits provided to represented County attorneys in their collective bargaining agreement.

Thank you.

Att.

A RESOLUTION/ORDINANCE

WHEREAS, the 2009-2011 Memorandum of Agreement between the County of Milwaukee and the Association of Milwaukee County Attorneys was amended effective January 1, 2011 to provide seminar reimbursement of seven hundred dollars (\$700.00) per year per employee to be used for the payment of registration fees or other reasonable and necessary expenses for courses approved by the Continuing Legal Education Board and related to the employee's work, and taken in the current year or the preceding year, and any unused portion of the amount contributed annually to each employee's CLE account by the County may be used by the employee for the payment of the costs of periodicals and other publications or payment toward professional association dues related to the employee's work, and

WHEREAS, effective January 1, 2011, one hundred percent (100%) reimbursement of the cost of the minimum required mandatory membership dues will include the special assessments that are included in the annual dues statement from the Wisconsin Bar Association, and

WHEREAS, effective 17.33 of the General Ordinances of Milwaukee County, which was created to provide parity of reimbursement between represented and non-represent attorneys on the subject of seminar and dues reimbursement, no longer provides such parity in light of the current collective bargaining agreement, and, now, therefore,

BE IT RESOLVED, that the County Board of Supervisors does hereby adopt the following amendment to sec. 17.33 of the General Ordinances relating to non-represented attorneys.

AN ORDINANCE

To amend Section 17.33 of the General Ordinances relating to non-represented attorneys.

The County Board of Supervisors of the County of Milwaukee does ordain as follows:

Section 1. Section 17.33 of the General Ordinances of Milwaukee County is hereby amended as follows:

1) Seminar reimbursement of - - ft . \$700 effective January 1, 2011 per year per employee to be used for the payment of registration fees or other reasonable and necessary expenses for courses approved by the Continuing Legal Education Board and related to the employee's work and taken in the current year or the preceding year. Any unused funds may be carried over for use in the subsequent year. Any unused portion of the amount contributed annually to each employee's CLE account by the County may be used by the employee for the payment of the costs of periodicals

and other publications or payment toward professional association dues related to the employee's work. Subject to budgetary constraints, the Chief Judge, Corporation Counsel, Director of Child Support Enforcement Office, and the District Attorney may approved expenditures in excess of the limits set forth herein, if deemed necessary to meet the needs of their respective offices for specialized legal advice or counsel.

Should management exercise discretion to purchase an Ultimate Pass product through the State Bar of Wisconsin, the cost of the product will reduce the seminar reimbursement amount available to any affected employee.

2) Reimbursement of one hundred percent (100%) of the cost of the minimum required mandatory membership dues in the Wisconsin Bar Association per year per employee effective January 1, 2011. This one hundred percent (100%) reimbursement will include the special assessments that are included in the annual dues statement from the Wisconsin Bar Association.

Section 2. This ordinance shall become effective upon passage and publication.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 1/24/11

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Amend Section 17.33 of Milwaukee County General Ordinances to increase non-represented attorney's reimbursement amount

FISCAL EFFECT:

- | | |
|---|--|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	2,784	2,784
	Revenue	459	459
	Net Cost	2,325	2,325
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. Request to amend Section 17.33 of the Milwaukee County General Ordinances to increase the reimbursement amount for non-represented attorneys for seminars and payment of special assessments that are required as part of individual dues to the Wisconsin Bar Association. This increase is for 3 attorneys in the Office of Corporation Counsel, 2 attorneys in the District Attorney's Office, 2 attorneys in the Office of Child Support Enforcement (CSE), and 3 attorneys in the Clerk of Circuit Courts Office. This change coincides with the reimbursement benefits granted to represented county attorneys in the 2009-2011 Association of Milwaukee County Attorneys (AMCA) contract.

B. The reimbursement amount increases by \$100, from \$600 to \$700 for 8 non-represented attorneys for seminars. An additional \$248 per attorney increase is for the special Supreme Court assessments (part of Wisconsin Bar dues). The District Attorney's Office included this increase within their budget, and is not included in this fiscal note. However, Corporation Counsel, Clerk of Circuit Court, and Child Support did not budget funds. Due to the funding structure of Child Support Enforcement, 66% of expenditures are reimbursed through the federal government. The remaining amount in CSE will be reimbursed via tax levy. This results in an expenditure increase in prospective budgets of \$2,784 and a revenue increase of \$459.

C. There is no budgetary impact since the departments plan to absorb these expenditure increases within their budget or in the case of the District Attorney, these funds were already budgeted.

D. It is assumed that departments will be able to absorb these costs within their operating budget.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By Joe Carey

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No



OFFICE OF CORPORATION COUNSEL

Milwaukee County

18

TIMOTHY R. SCHOEWE
Acting Corporation Counsel

ROBERT E. ANDREWS
Deputy Corporation Counsel

JOHN F. JORGENSEN
MARK A. GRADY
JOHN E. SCHAPEKAHM
TIMOTHY R. KARASKIEWICZ
JEANEEN J. DEHRING
ROY L. WILLIAMS
COLLEEN A. FOLEY
LEE R. JONES
MOLLY J. ZILLIG
Principal Assistant
Corporation Counsel

DATE: February 15, 2011

TO: Johnny L. Thomas, Chairman, Committee on Finance and Audit
Milwaukee County Board of Supervisors

FROM: Mark A. Grady, Principal Assistant Corporation Counsel

SUBJECT: Pension benefits related to proposed Correctional Officer Lieutenant positions; File No. 11-77

This memo is provided in response to the Committee's referral to Corporation Counsel related to File No. 11-77 to discuss ramifications related to the pension benefits of the proposed Correction Officer Lieutenant positions. For the purpose of this memo, I am assuming that these proposed positions will not be covered by a collective bargaining agreement; that is, that they will be non-represented positions. If these positions were covered by the AFSCME bargaining agreement (or some other bargaining agreement), then the answers set forth below would be different. Pension benefits for positions covered by collective bargaining agreements cannot be modified by ordinance amendments and can only be modified through collective bargaining.

In the interest of brevity, I have only analyzed the movement of a current AFSCME or DSA employee into a CO Lt. position. I have not analyzed the movement of an employee in one of the other unions into one of these positions. Although not impossible, such a move would be an unlikely scenario.

Pension multiplier

Any employee who works in these positions will have a multiplier of 1.6% for each year of service during their service in these positions. It is not possible for any employee moving into one of these positions to have any multiplier apply to their service as a CO Lt. other than 1.6%. The multiplier that applies to the service in any county position is based on the status of the position at the time of the service. Stated differently, an employee who serves in different positions will often have more than one multiplier that applies to their county service. For example, a correction officer who has worked for the County for 15 years and who then works as a correction officer lieutenant for another 15 years will have a total

pension multiplier of 54% of their final average salary (15 years X 2.0 = 30%; 15 years X 1.6 = 24%, total is 54%).

Currently, there are employees serving in various positions that have multipliers of 2.5% per year, 2.0% per year or 1.6% per year. Any employee moving into one of these CO Lt. positions will have a multiplier that is the same or lower than their current multiplier.

The 0.5% multiplier “enhancement” adopted in 2000 will not apply to service as a CO Lt., pursuant to §201.24(5.15) (“The provisions of this section [the 0.5% multiplier increase and 25% final average salary bonus] shall not apply to years of service earned on or after January 1, 2010 by a member, who at the time the service is earned, is not covered by the terms of a collective bargaining agreement and who is not an elected official.”)

Backdrop

A new employee hired into one of these positions is not eligible for a backdrop pursuant to §201.24(5.16), M.C.G.O. (“The provisions of this [backdrop] section . . . shall not apply to any member of the employees retirement system who began membership in said system after March 15, 2002.”)

A member of AFSCME, such as a correction officer, who was hired after January 31, 2007 is not eligible for a backdrop. If such a CO were to become a CO Lt., that employee will remain ineligible for a backdrop benefit.

A member of AFSCME hired after March 15, 2002 and prior to February 1, 2007 is eligible for a backdrop if they retire as a member of AFSCME, but will not be eligible for a backdrop if they retire as a non-represented employee such as a CO Lt. When a CO Lt. retires, their right to a backdrop will be governed by the ordinance that applies to non-represented employees; that ordinance states that if their membership in ERS began after March 1, 2002, they are not eligible for a backdrop. Thus, a member of AFSCME hired after March 15, 2002 and prior to February 1, 2007 will no longer be eligible for a backdrop if they retire from the CO Lt. position. The decision to accept one of these positions is a voluntary choice by the employee that includes the implied choice to relinquish the backdrop in this situation.

A member of AFSCME hired prior to March 15, 2002 is eligible for a backdrop. If they become a CO Lt., they will remain eligible for a backdrop, in the same way that non-represented employees hired prior to that date are eligible.

Deputy sheriffs are not eligible for a backdrop if they retire as a deputy sheriff. If a deputy sheriff is hired into one of these non-represented positions, the deputy sheriff will not become eligible for a backdrop as a CO Lt., pursuant to §201.24(5.16). (“The provisions of this [backdrop] section . . . shall not apply to a member who was formerly a represented deputy sheriff who was appointed to a non-represented position effective after June 30, 2009.”)

Rule of 75

A non-represented employee hired prior to January 1, 2006 is eligible for the Rule of 75 pursuant to §201.24(4.1); a non-represented employee hired after that date is not eligible for the Rule of 75. Thus, a newly hired employee for the CO Lt. position will not be eligible for the Rule of 75 and will be eligible to retire upon either reaching age 64 or age 55 with 30 years of service.

An AFSCME employee hired prior to January 1, 1994 is eligible for the Rule of 75 if they retire from a position covered by their union contract. An AFSCME employee hired prior to January 1, 1994 who becomes a CO Lt. will remain eligible for the Rule of 75.

Because the Rule of 75 did not end for new non-represented employees until January 1, 2006, an AFSCME employee hired on or after January 1, 1994, but prior to January 1, 2006, who becomes a CO Lt. will be eligible for the Rule of 75 when they otherwise would not have been. Thus, an employee who falls into this factual situation and who remains in a non-represented position at the time of retirement will be entitled to the Rule of 75.

Deputy sheriffs hired prior to January 1, 1994 are eligible for the Rule of 75 if they retire from a position covered by their union contract. A deputy sheriff hired prior to January 1, 1994 who becomes a CO Lt. will remain eligible for the Rule of 75.

A Deputy sheriff who was hired after January 1, 1994 (regardless of whether they were hired prior to January 1, 2006) and who becomes a CO Lt. will not become eligible for the Rule of 75, pursuant to §201.24(4.1). (“This [rule of 75] provision shall not apply to a member who was formerly a represented deputy sheriff who was hired as a deputy sheriff after December 31, 1993 and who was appointed to a non-represented position effective after June 30, 2009.”)

Final Average Salary – Number of Years Included

A person who retires from one of the proposed CO Lt. positions will have their pension calculated on an average of their three highest years of compensation.

A current AFSCME member’s pension is also based on a three-year average. Therefore, this will not change if they become a CO Lt.

A deputy sheriff’s pension is based on an average of their five highest years of compensation. However, §201.24(2.8) provides that the three-year average for non-represented employees does not apply “to a member who was formerly a represented deputy sheriff who was appointed to a non-represented position after June 30, 2009.” Thus, a deputy sheriff who became a CO Lt. will continue to have their pension based on a five-year average.

Final Average Salary – Inclusion of Overtime

A newly hired employee into a CO Lt. position does not have overtime included in the calculation of their final average salary.

A non-represented employee hired prior to September 1, 1985 has overtime included in their final average salary. An AFSCME member hired prior to October 30, 1987 has overtime included in their final average salary. However, an AFSCME employee hired after September 1, 1985 who becomes a CO Lt. and retires from that position will not have overtime included in their final average salary. When a CO Lt. retires, their right to include overtime in their final average salary is governed by the ordinance that applies to non-represented employees; that ordinance states that if their membership in ERS began after September 1, 1985, they are not eligible to include overtime. As discussed previously, a decision by an AFSCME employee to accept one of these positions is a voluntary

choice by the employee that includes the implied choice to relinquish the inclusion of overtime.

A deputy sheriff hired prior to November 12, 1987 has overtime included in their final average salary. Thus, a deputy sheriff hired between September 1, 1985 and November 12, 1987 who becomes a CO Lt. and retires from that position will not have overtime included in their final average salary.

Final Average Salary – 25% bonus

A newly hired employee into a CO Lt. position is not eligible for the 25% final average salary bonus in §201.24(5.15)(2), as the bonus only applies to a non-represented employee hired prior to January 1, 1982.

A current AFSCME member is also eligible for the 25% final average salary bonus if they were hired prior to January 1, 1982. Such a current AFSCME member will remain eligible for that bonus if they become a CO Lt.

A current AFSCME member hired after January 1, 1982 is not eligible for the 25% final average salary bonus and will remain ineligible for that bonus if they become a CO Lt.

In other words, the fact that an AFSCME member might become a CO Lt. will not affect their eligibility for the 25% bonus.

A deputy sheriff is not eligible for the 25% final average salary bonus. A deputy sheriff hired prior to January 1, 1982 who becomes a CO Lt. will remain ineligible for the 25% bonus pursuant to §201.24(5.15)(“The provisions of this section [the 0.5% multiplier increase and 25% final average salary bonus] shall not apply to years of service earned on or after January 1, 2010 by a member, who at the time the service is earned, is not covered by the terms of a collective bargaining agreement and who is not an elected official.”)

Vesting

A newly hired employee into a CO Lt. position becomes vested (that is, eligible to receive a deferred vested pension) after five years of county service pursuant to

§201.24(5.15)(1)(b). The same is true of AFSCME employees, so the fact that an AFSCME member might become a CO Lt. will not affect their vesting period.

A deputy sheriff hired after January 1, 1982 must have ten years of service in order to be eligible for a deferred vested pension. Thus, a deputy sheriff who becomes a CO Lt. will become eligible for a deferred vested pension after five years of county service rather than ten. This scenario would only apply to a deputy sheriff with less than ten years of experience who became a CO Lt. and then terminates county employment with between five and ten years of total county service. There may not be any deputy sheriff employees actually in this situation.

Miscellaneous

There are likely to be additional effects on other retirement benefits, such as eligibility for and the amount of an accidental disability pension and the treatment of sick allowance balances at retirement. In addition, this memo does not address the variety of possible situations that could occur related to a former county employee returning to county service as a CO Lt. This memo addresses only the situations and pension benefits discussed above.

Disclaimer

Finally, to the extent there are any differences between the ordinances and collective bargaining agreements and the statements in this memo, the ordinances and collective bargaining agreements control and govern. Nothing in this memo can or does modify those provisions.

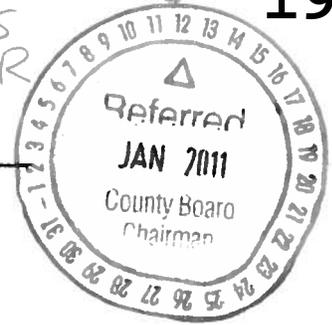
cc: Carol Mueller
Steve Cady
Rick Ceschin
Inspector Richard Schmidt
Timothy Schoewe
John Ruggini
Candace Richards

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

Finance
Personnel
DAS
DMR

DATE : January 6, 2011
TO : Supervisor Michael Mayo, Chairman, County Board of Supervisors
FROM : John Ruggini, Assistant Fiscal and Budget Administrator, DAS - Fiscal

FILE NO. 11-47



SUBJECT : Request to Abolish 18.0 FTE of Deputy Sheriff Sergeant (Title Code 00061700) (PR 22B) and Create 18.0 FTE of Correctional Officer Lieutenant (Title Code 00058610) (PR 23CM) for the County Correctional Facility Central of the Office of the Sheriff effective February 21, 2011. Abolishment of the positions would occur upon the filling of Correctional Officer Lieutenant positions

REQUEST

The Sheriff of Milwaukee County requests the abolishment of eighteen positions of Deputy Sheriff Sergeant and the creation of eighteen positions of Correctional Officer Lieutenant for the County Correctional Facility Central (CCFC) of the Office of the Sheriff.

BACKGROUND/ANALYSIS

As a part of the 2005 Adopted Budget, the Office of the Sheriff began a program of eliminating Deputy Sheriff positions in the County Correctional Facility Central (CCFC) upon vacancy and replacing them with Correctional Officers. This initiative was implemented for a variety of reasons including the realization that Deputies were working in the CCFC as officers in the housing units, which is the same function that Correctional Officers served at the County Correctional Facility South (CCFS). Typically, new Deputies would spend the first five years of their service as a housing office in the CCFC.

A newly hired Deputy was spending 20 weeks in training before being deployed while Correctional Officers were spending four weeks in training since Deputies required training in all areas of law enforcement instead of just corrections. Transitioning to Correctional Officers in the CCFC meant that substantial training hours would be saved. This change led to a reduction of approximately 32,000 hours of overtime staffing that had previously occurred while deputies were in recruit training. In 2005, there were 37.5 Correctional Officers budgeted in the CCFC; in 2011 there are 212 Correctional Officers budgeted. During the same time period, deputies have decreased in the Jail from 292 in 2005 to 39 in 2011. The remaining Deputies in the CCFC will be replaced by Correctional Officers upon vacancy. Eventually, all budgeted positions in the CCFC currently filled by a Deputy Sheriff will be staffed by a Correctional Officer.

The other major change that has occurred in the Office of the Sheriff is that the 2009 Adopted Budget transferred administration of the House of Correction to the Office of the Sheriff. This was done primarily due to the use of excessive mandatory overtime at the House of Correction in recent years, a history of tax levy deficits and an audit report from the National Institute of Corrections that identified serious operational deficiencies at the

House of Correction. One major tenant of the audit report suggested that establishing a single correctional department under the Office of the Sheriff would be a significant step toward correcting problems at the House of Correction. The Office of the Sheriff has worked in 2009 and 2010 toward establishing the agency as one detention unit, comprised of the County Correctional Facility South (CCFS), (formerly the House of Correction) and the County Correctional Facility Central (CCFC), which has resulted in changes both at the South and Central Correctional Facilities.

These two major changes have resulted in a large increase in correctional staff at the CCFC. The CCFS has Correctional Officer Lieutenant positions that serve as the immediate supervisor to Correctional Officers. In recognition of a single correctional department under the Office of the Sheriff, the large increase in Correctional Officers at the CCFC and the need for a career ladder for the correctional staff, the Sheriff desires to abolish the Deputy Sheriff Sergeant positions currently budgeted in the CCFC and create Correctional Officer Lieutenant positions instead. The use of Correctional Officer Lieutenants as the immediate supervisory staff in the CCFC is consistent with the staffing patterns at the CCFS.

The Sheriff's Office has requested that the abolishment of the positions occur upon the filling of the Correctional Officer Lieutenant positions. Currently, 20.0 FTE Deputy Sheriff Sergeant positions in the Sheriff's Office are filled by Deputy Sheriff 1s on Temporary Assignment to Higher Classifications (TAHC). The Office of the Sheriff does not want a situation to occur where there are no filled supervisory positions in the CCFC due to the timing of the recruitment and filling of the new CO Lieutenant positions. Enabling the TAHCs to stay in place until the Lieutenant positions are filled would allow for a seamless transition from Sergeants to Lieutenants in the CCFC. No filled positions will be abolished through this action.

FISCAL EFFECT

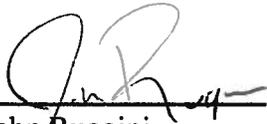
The abolishment of eighteen positions (18.0 FTE) of Deputy Sheriff Sergeant and the creation of eighteen positions (18.0 FTE) of Correctional Officer Lieutenant will result in decreased costs of \$109,698 for 2011 for salary and social security costs and \$135,817 in 2012 for salary and social security costs. Additional overtime savings may be achieved due to Correctional Officer Lieutenants accruing overtime on a straight time basis versus Deputy Sheriff Sergeants accruing overtime on a time and a half basis.

RECOMMENDATION

In light of the ongoing transition from Deputy Sheriff's to Correctional Officer's in the CCFS, the recognition of the correctional facilities being operated within the same department, and the necessity to create a career ladder position for staff entering into these positions, it is

recommended that the request to create eighteen positions (18.0 FTE) of Correctional Officer Lieutenant and abolish eighteen (18.0 FTE) positions of Deputy Sheriff Sergeant be approved effective May 1, 2010.

DAS Analyst: Joe Carey



John Ruggini

Assistant Fiscal and Budget Administrator

CC:

Lee Holloway, Interim County Executive
Candace Richards, Interim-Director of Human Resources
Terrence Cooley, Chief of Staff, County Board
Rick Ceschin, County Board Fiscal and Budget Analyst
Richard Schmidt, Inspector, Office of the Sheriff
Renee Booker, Interim Director, Department of Administrative Services

(ITEM) Request to Abolish 18 Positions of Deputy Sheriff Sergeant (Title Code 00061700) (PR 22B) and Create 18 Positions of Correctional Officer Lieutenant (Title Code 00058610) (PR 23CM) in the Office of the Sheriff

A RESOLUTION

WHEREAS, as a part of the 2005 Adopted Budget, the Office of the Sheriff began a program of eliminating Deputy Sheriff positions in the County Correctional Facility Central (CCFC) upon vacancy and replacing them with Correctional Officers.

WHEREAS, in 2005, there were 37.5 Correctional Officers budgeted in the CCFC, in 2011 there are 212 Correctional Officers budgeted. During the same time period, deputies have decreased in the Jail from 292 in 2005 to 39 in 2011.

WHEREAS, an audit report from the National Institute of Corrections suggested establishing a single correctional department under the Office of the Sheriff The Office of the Sheriff has worked in 2009 and 2010 toward establishing the agency as one detention unit, comprised of the County Correctional Facility South (CCFS), (formerly the House of Correction) and the County Correctional Facility Central (CCFC), which has resulted in changes both at the South and Central Correctional Facilities.

WHEREAS, in recognition of a single correctional department under the Office of the Sheriff, the large increase in Correctional Officers at the CCFC and the need for a career ladder for the correctional staff, the Sheriff requested to abolish the Deputy Sheriff Sergeant positions currently budgeted in the CCFC and create Correctional Officer Lieutenant positions instead.

WHEREAS, the Sheriff's Office has requested that the abolishment of the positions occur upon the filling of the Correctional Officer Lieutenant positions. Currently, 20.0 FTE Deputy Sheriff Sergeant positions in the Sheriff's Office are filled by Deputy Sheriff 1s on Temporary Assignment to Higher Classifications (TAHC).

WHEREAS, the Office of the Sheriff does not want a situation to occur where there are no filled supervisory positions in the CCFC due to the timing of the recruitment and filling of the new CO Lieutenant positions.

WHEREAS, enabling the TAHCs to stay in place until the Lieutenant positions are filled would allow for a seamless transition from Sergeants to Lieutenants in the CCFC, NOW THEREFORE,

BE IT RESOLVED, that the following position actions are approved for the Office of the Sheriff effective February 21, 2011:

		No. of	Pay
<u>Action</u>	<u>Title</u>	<u>Positions</u>	<u>Range</u>
Create	Correctional Officer Lieutenant	18.0	23CM
Abolish	Deputy Sheriff Sergeant	18.0	22B

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 1/11/11

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request to Abolish 18.0 Positions of Deputy Sheriff Sergeant (Title Code 00061700) (PR 22B) and Create 18.0 Positions of Correctional Officer Lieutenant (Title Code 00058610) (PR 23CM) in the Office of the Sheriff

FISCAL EFFECT:

- | | |
|--|--|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input checked="" type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	(\$109,698)	(\$135,817)
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. Request to Abolish 18.0 FTE of Deputy Sheriff Sergeant (Title Code 00061700) (PR 22B) and Create 18.0 FTE of Correctional Officer Lieutenant (Title Code 00058610) (PR 23CM) for the County Correctional Facility Central of the Office of the Sheriff effective February 21, 2011. Abolishment of the positions would occur upon the filling of Correctional Officer Lieutenant positions

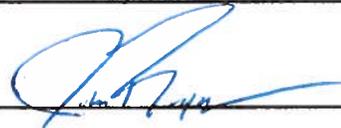
B. The abolishment of eighteen positions (18.0 FTE) of Deputy Sheriff Sergeant and the creation of eighteen positions (18.0 FTE) of Correctional Officer Lieutenant will result in decreased costs of \$109,698 for 2011 for salary and social security costs and \$135,817 in 2012 for salary and social security costs. Additional overtime savings may be achieved due to Correctional Officer Lieutenants accruing overtime on a straight time basis versus Deputy Sheriff Sergeants accruing overtime on a time and a half basis.

C. There is no budgetary impact other than the reduction in expenditures stated in "B".

D. It is assumed that the positions will not be filled until there are vacancies within the Deputy Sheriff Sergeant classification. The 2011 expenditure reduction assumes the creation and abolishment of the position at the start of pay period 21. The 2012 expenditure reduction assumes a full year implementation. The fringe benefit rate assumed was \$15,984 for health and 22.43% of salary for pension.

Department/Prepared By Joe Carey

Authorized Signature



¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Did DAS-Fiscal Staff Review?

Yes

No

COUNTY OF MILWAUKEE
DAS – Division of Human Resources
INTER-OFFICE COMMUNICATION

DATE : January 19, 2011

TO : Committee on Personnel

Candace M. Richards

FROM : Candace Richards, Interim Director of Human Resources

SUBJECT : **Creation Recommended by Finance Committee**

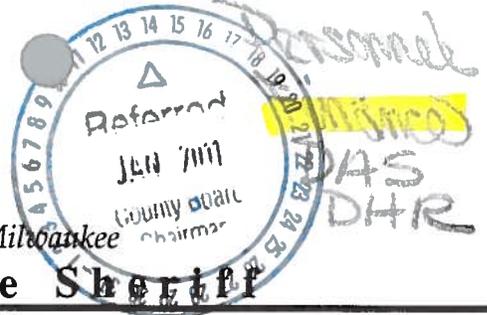
A review of the duties to be assigned to the new positions requested by the Office of the Sheriff has resulted in the following recommendation:

Org. Unit	Title Code	No. of Positions	Recommended Title	Pay Range	Min/Max of Pay Range
4000	58610	18	Correction Officer Lieutenant	23CM	\$47,638-\$59,044



David A. Clarke, Jr.
Sheriff

County of Milwaukee
Office of the Sheriff



FILE NO. 11-47

DATE: January 3, 2011
TO: Supervisor Michael Mayo, Sr., Acting Chairman, County Board of Supervisors
FROM: Richard Schmidt, Inspector, Milwaukee County Office of the Sheriff
SUBJECT: Request to Abolish 18 Positions of Deputy Sheriff Sergeant (Title Code 00061700) (PR 22B) and Create 18 Positions of Correctional Officer Lieutenant (Title Code 00058610) (PR 23CM) for the County Correctional Facility Central of the Office of the Sheriff effective February 21, 2011. Abolishment of the positions would occur upon the filling of Correctional Officer Lieutenant positions

REQUEST

The Sheriff of Milwaukee County requests the abolishment of eighteen positions of Deputy Sheriff Sergeant and the creation of eighteen positions of Correctional Officer Lieutenant for the County Correctional Facility Central (CCFC) of the Office of the Sheriff.

BACKGROUND

As a part of the 2005 Adopted Budget, the Office of the Sheriff began a program of eliminating Deputy Sheriff positions in the County Correctional Facility Central (CCFC) upon vacancy and replacing them with Correctional Officers. This initiative was implemented for a variety of reasons including the realization that Deputies were working in the CCFC as officers in the housing units, which is the same function that Correctional Officers served at the County Correctional Facility South. Typically, new Deputies would spend the first five years of their service as a housing office in the CCFC.

A newly hired Deputy was spending 20 weeks in training before being deployed while Correctional Officers were spending four weeks in training since Deputies required training in all areas of law enforcement instead of just corrections. Transitioning to Correctional Officers in the CCFC meant that substantial training hours could be saved. This change led

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to a reduction of approximately 32,000 hours of overtime staffing that had previously occurred while deputies were in recruit training. In 2005, there were 37.5 Correctional Officers budgeted in the CCFC, in 2011 there are 212 Correctional Officers budgeted. During the same time period, deputies have decreased in the Jail from 292 in 2005 to 39 in 2011. The remaining Deputies in the CCFC will be replaced by Correctional Officers upon vacancy. Eventually, all budgeted positions in the CCFC currently filled by a Deputy Sheriff will be staffed by a Correctional Officer.

The other major change that has occurred in the Office of the Sheriff is that the 2009 Adopted Budget transferred administration of the House of Correction to the Office of the Sheriff. This was done primarily due to the use of excessive mandatory overtime at the House of Correction in recent years, a history of tax levy deficits and an audit report from the National Institute of Corrections that identified serious operational deficiencies at the House of Correction. One major tenant of the audit report suggested that establishing a single correctional department under the Office of the Sheriff would be a significant step toward correcting problems at the House of Correction. The Office of the Sheriff has worked in 2009 and 2010 toward establishing the agency as one detention unit, comprised of the County Correctional Facility South (CCFS) (formerly the HOC) and the County Correctional Facility Central (CCFC), which has resulted in changes both at the South and Central Correctional Facilities.

These two majors changes have resulted in a large increase in correctional staff at the CCFC. The CCFS has Correctional Officer Lieutenant positions that serve as the immediate supervisor to Correctional Officers. In recognition of a single correctional department under the Office of the Sheriff, the large increase in Correctional Officers at the CCFC and the need for a career ladder for the correctional staff, the Sheriff desires to abolish the Deputy Sheriff Sergeant positions currently budgeted in the CCFC and create Correctional Officer Lieutenant positions instead. The use of Correctional Officer Lieutenants as the immediate supervisory staff in the CCFC is consistent with the staffing patterns at the CCFS.

Currently, 20 Deputy Sheriff Sergeant positions in the Sheriff's Office are filled by Deputy Sheriff 1s on Temporary Assignment to Higher Classifications (TAHC).

It is requested that the abolishment of the positions occur upon the filling of the Correctional Officer Lieutenant positions. The Office of the Sheriff does not want a situation to occur where there are no filled supervisory positions in the CCFC due to the timing of the recruitment and filling of the new CO Lieutenant positions. Enabling the TAHCs to stay in place until the Lieutenant positions are filled would allow for a seamless transition from Sergeants to Lieutenants in the CCFC.

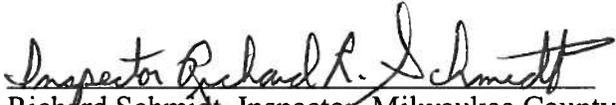
FISCAL NOTE

The abolishment of eighteen positions of Deputy Sheriff Sergeant and the creation of eighteen positions of Correctional Officer Lieutenant will result in decreased costs of \$114,008 for 2011 for salary and social security costs and \$134,737 in 2012 for salary and social security

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costs. Additional overtime savings may be achieved due to Correctional Officer Lieutenants accruing overtime on a straight time basis versus Deputy Sheriff Sergeants accruing overtime on a time and a half basis.



Richard Schmidt, Inspector, Milwaukee County Office of the Sheriff

cc: Chairman, Finance and Audit Committee
Patricia Jursik, Chairman, Personnel Committee
Candice Richardson, DAS-Division of Human Resources
Deputy Inspector Kevin Nyklewicz, Office of the Sheriff
Jon Priebe, Public Safety Fiscal Administrator

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