



OFFICE OF THE COUNTY EXECUTIVE

Milwaukee County

CHRIS ABELE COUNTY EXECUTIVE

DATE: May 2, 2012
TO: The Honorable Marina Dimitrijevic, Chairwoman, County Board of Supervisors
FROM: Chris Abele, County Executive
SUBJECT: **Appointment of Frances M. Bauer**

Pursuant to Milwaukee County General Ordinance 33.02 and subject to confirmation of your Honorable Body, I am pleased to appoint Ms. Frances M. Bauer to the Personnel Review Board for Milwaukee County.

Ms. Bauer has a diverse background both professionally and serving in our community. During a 33-year career in the newspaper industry she covered a breadth of issues tirelessly seeking the story behind the story. Her inquisitiveness will serve the employees and the County well. Additionally, she is generous with her time as a volunteer, having served many organizations in our community. The term of service for this appointment is five year, expiring on October 31, 2017.

I am confident that Ms. Bauer will be thoughtful, neutral, inquisitive and perceptive in her role on the Personnel Review Board and I hope you join me in inviting her to serve our County.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chris Abele', is written over a horizontal line.

Chris Abele
Milwaukee County Executive

Attachment

Cc: Supervisor David, Chair, Personnel Committee
Kelly Bablitch, Chief of Staff, Board of Supervisors
Steve Cady, Research Analyst, Board of Supervisors
Jodi Mapp, Committee Clerk, Board of Supervisors
Veronica Robinson, Personnel Review Board

Frances M. Bauer

RESUME

Frances M. (Fran) Bauer

N. Elkhart Ave.

Whitefish Bay, Wi 53217

Since retiring in early 2000 from a 33-year career as a newspaper reporter, I have operated my own freelance writing business and served on a number of local agency boards and committees working to improve conditions in the Milwaukee area. My work has given me a unique opportunity to interview a wide range of people, write about their lives and report on how their actions matched their responsibilities.

At the present time I serve on:

The board of Renaissance Theaterworks,

The advisory board of the Neighborhood News Service created by the Zilber Initiative in collaboration with the School of Journalism at Marquette University, to cover Central City issues.

I'm in my second year as a judge for the MANDI awards, given annually by the Local Initiatives Support Corporation (LISC) to recognize outstanding work done to rebuild and strengthen Milwaukee neighborhoods.

I'm also on the committee developing a new event the Alzheimer's Association is hosting in June to honor its Memories in the Making program. Artists working in the program use art as a way to help people with dementia express their ideas and creativity, even though their speech and thought-process may be garbled.

I am a member of Professional Dimensions, a group of more than 400 Milwaukee area business women, and have served on its board, edited its newsletter, led one of its charitable projects that raised \$150,000 for The Milwaukee Women's Center, and have just completed four years on the board of a second charitable project, The Dominican Center for Women. I have also served on PD's Charitable Fund Board that selects and oversees the projects the organization supports.

For the last 11 years, I have operated a free lance writing business, and have written newsletters on physical and mental health issues for several local hospitals, social service agencies, Northwestern Mutual and the Growth Design Corporation. In addition, I served on the founding board and wrote the newsletter for the Center on Age and Community, now part of the School of Social Welfare at the University of Wisconsin Milwaukee. I also served on the founding board of the Milwaukee Aging Consortium and helped launch Connecting Caring Communities, a countywide program that helps neighborhoods find ways to improve services for seniors.

My work with agencies serving Milwaukee's older population dates back to my days as a reporter for The Milwaukee Journal and its successor the Milwaukee Journal Sentinel.

I began my career covering suburban government; then in 1978 took over managing a section that focused on city news. For the next 20 years, I covered Milwaukee's City Hall, focusing first on the urban renewal of Milwaukee's Central City. My coverage shifted in the mid-1980s and '90s to the redevelopment of Milwaukee's Downtown as the Department of City Development worked with developers to open the Grand Avenue mall and turn it into a catalyst for a major Downtown renaissance.

In the late 1990s, I developed the specialty of writing about people who are aging or living with disabilities. The coverage was new to the paper, and became popular with readers. In 1995, Milwaukee County presented me with its first "Spirit of Aging" award for improving the public's awareness of aging issues. I also won awards from such groups as the Coalition of Wisconsin Aging Groups, The Wisconsin Alzheimer's Advisory Group and the County's Mental Health Association.

In 2007, the Milwaukee Press Club paid me the honor I value the most by inducting me into its Media Hall of Fame.

I hold a Bachelor of Arts degree in Journalism from the University of Wisconsin in Madison where I edited the school's yearbook and wrote for its Alumni Magazine.

Over the years, I have developed skills as a researcher, interviewer and writer who can draw out other people so they feel at ease telling me their life stories. I have had the good fortune to know people from every walk of life from the most humble and impoverished to the wealthiest and most powerful. I understand how government works, having reported on virtually every level from judges to janitors.

In addition, I have lived in Milwaukee County virtually all my life, spending my girlhood in Wauwatosa where I attended public schools. I have owned my house in Whitefish Bay for the last 40 years. My three children are now adults and raising families of their own. So I now have the time to commit to a post as challenging as serving on the Milwaukee County Personnel Review Board.

My years as a reporter and freelance writer have helped me hone skills I think could be very valuable to this board. I've learned to remain neutral and not make judgments about people. I certainly know the importance of listening closely to what is being said. But my work has also required me to know where to do research so that I am prepared to ask the right questions. I also know how to pull information together quickly. And I definitely know the importance of maintaining confidentiality. I thank you for considering me for this position.



OFFICE OF THE COUNTY EXECUTIVE

Milwaukee County

CHRIS ABELE COUNTY EXECUTIVE

DATE: May 2, 2012

TO: The Honorable Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Chris Abele, County Executive

SUBJECT: **Appointment of Kerry Mitchell**

Pursuant to Wisconsin Statute Sec. 59.17(2), Milwaukee County General Ordinance 17.30(2) and subject to confirmation of your Honorable Body, I am pleased to reappoint Ms. Kerry Mitchell to the position of Director of the Department of Human Resources for Milwaukee County.

The Human Resources Department is in the midst of repositioning itself to be an asset to Departments and employees alike. To become a sought-after employer we need a strong human resources leader. Ms. Mitchell has the professionalism, experience, temperament and sensitivity to guide us through this transition. Additionally, she has brought a refreshing vision to how we engage and respect our employees and recruit new talent.

Ms. Mitchell has worked in a number of senior-level human resources positions over 19 years at U.S. Bank and its predecessor companies, managing human resources teams and supporting up to 5,000 employees in corporate divisions across 29 states. In addition to the numerous human resources initiatives she has led, Ms. Mitchell has designed and launched several transformational talent and workflow redesigns allowing the U.S. Bank department to be more efficient, and driven by high quality and customer service. Ms. Mitchell has a master's degree in management and organizational behavior.

I have every confidence that Ms. Mitchell will bring to the Department of Human Resources the leadership and vision needed for Milwaukee County. I urge you to give this appointment your favorable consideration.

Chris Abele
Milwaukee County Executive

Attachment

Cc: Supervisor David Cullen, Chair, Personnel Committee
Kelly Bablitch, Chief of Staff
Steve Cady, Research Analyst
Jodi Mapp, Committee Clerk
Kerry Mitchell

KERRY MITCHELL
Woodridge Dr. • Oshkosh, WI 54904

CAREER SUMMARY

Leadership / Talent Management / Organizational Development / Employee Relations

Innovative **Senior Human Resources Executive** skilled at building teams, leading major business transformation, and reducing company expense. Respected as a trusted advisor leading successful organization change. Enjoy driving to tangible results from concepts and bringing clarity to complex people issues. Led executive recruitment, development, generalist, and business partner functions in a multi-state environment. Served as member of senior leadership teams. A leader who stays calm and focused during challenging times and who motivates and mentors staff to maximize their potential.

AREAS OF EXPERTISE

- Strategic HR Planning
- Leadership Development
- Talent Acquisition/Retention
- Regulatory Compliance
- Process Improvement
- Multi-site, Regional HR
- Compensation Design
- Succession/Talent Planning
- Employee Engagement
- Surveys and Measurement
- Leading/mentoring others
- Organizational Development
- Performance Management
- Change Leadership
- Policy Development

PROFESSIONAL EXPERIENCE / ACCOMPLISHMENTS

U.S. BANK - Oshkosh, WI

1990 - 2011

Country's 6th largest bank serving 25 states with 3,000+ branches providing consumer and business banking, wealth management and trust services, and global payments.

Corporate Human Resources Director (2009 - 2011)

Led HR team of 6 supporting 5 corporate divisions with 2,300 employees in 29 states.

- Developed partnerships with 5 bank executives and 40 senior leaders, focused on learning their business and providing new insights and solutions.
- Designed and facilitated talent management process with new customers, resulting in more targeted development planning and proactive review of retention risk.
- Led the talent acquisition initiative for Internet and Mobile Channel Division, attracting new talent for niche positions to enhance team performance on organization's largest initiative.
- Participated in Corporate HR Transformation Initiative, re-designing role of HR Generalist to represent business partner model across organization.

Senior Human Resources Manager (2004 - 2009)

HR business partner to Operations Division consisting of 5,000 employees in 26 states. Managed a team of 18-20 HR Managers and Generalists in 6 states.

- Launched cross-functional talent management initiative resulting in stronger succession pipelines.
- Partnered with executive management on restructuring to effectively capitalize on talent and workflow.
- Developed comprehensive compensation analysis process, resulting in more competitive pay for

strongest performers and increased retention.

- Served on team that collaboratively launched new online mentoring system resulting in thousands of new mentoring relationships.
- Created reporting mechanism that provided leaders critical data on turnover and retention, compensation analysis, performance management, workforce planning and staffing, and talent management.
- Designed workforce planning tool, proactively analyzing hiring and reduction needs by market.
- Launched cross-functional Retention Strategy Team, creating development opportunity and networking platform for leaders.
- Successfully negotiated the most recent collective bargaining agreement with the Milwaukee County union.

Assistant Vice President - Human Resources Manager (2002 - 2004)

Provided HR service and support for the Transaction Processing Services Division including 2,500 employees in 18 states. Led a team of 9 HR employees in 6 states.

- Designed and facilitated leadership development program on generational diversity, which led to new and more effective approaches to leadership styles and training methodologies.
- Managed staff reductions and staff additions in several markets across the U.S. effectively leveraging and retaining available talent.
- Designed and facilitated senior leader discussions to envision future of their business model, and identified talent gaps and planned attrition.
- Effectively managed escalated employee relations issues including workers' compensation, equal rights, and unemployment compensation claims.
- Coached and developed HR team members to enhance their knowledge, experience and leadership capabilities.

Human Resources Manager (1998 - 2002)

Led team of 6 supporting multiple lines of business including Consumer Loan and Lease Operations, Indirect Lending, and Commercial Loan Services.

- Launched comprehensive training curriculum for all levels of leadership resulting in improved leadership skills and reduction in employee relations issues. Topics included leadership style, trust building, and gender/generational diversity.
- Designed and implemented staffing plan following company merger resulting in hiring 200 employees in 4 months.
- Redesigned applicant flow process and improved efficiencies using new technologies.
- Developed and executed Motivation and Retention survey using results to create strategies to enhance employee satisfaction and retention.

Human Resources Generalist (1994 -1998)

Provided HR partnership and support with primary focus on employee relations, performance management, and training.

RELATED EXPERIENCE

Leadership Ecademy – Partner (June 2011 – present)

Provide talent management, leadership coaching, and organizational development consulting services.

EDUCATION

M.S. - Management and Organizational Behavior; Silver Lake College - Manitowoc, WI

Concentrations in organizational development, training, and adult learning

B. A. - Psychology and Business; St. Norbert College, De Pere, WI

Concentrations in human resources, industrial psychology, and business

ADVISORY BOARDS AND COMMUNITY OUTREACH

The New North – Attract, Retain & Develop Committee: 2011 - present
Fox Valley Technical College, Business Advisory Board Member: 2005 – current
Human Resources Leadership Roundtable Member: 2008 – current
United Way - Financial Services Account Manager: 2005 - 2008
Seton School Anti-Bullying Task Force: 2009 - current
Partners in Education - Board Member: 2002 - 2009
American Red Cross - Interviewing/Selection Team Member
Workforce Development Center - former Advisory Board Member
Sexual Assault Crisis Center - former Board Member

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : May 18, 2012
TO : Committee on Personnel
FROM : Kerry J. Mitchell, Director of Human Resources 
SUBJECT : **Informational Report for 05/18/2012**
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 May 18, 2012 Personnel Committee Meeting for informational purposes.

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

KJM:rly

Copy: HR Managers

Personnel Committee Meeting Date: May 18, 2012

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	Annual Year Impact	Rate Steps	Pay Grade Rates	Annual Salary	Total Annual Salary & Active Pension & Social Security	Reason
Zoo	9500	00004300000013	Accountant 3	21	Accountant 2 (Zoo)	17	(\$5,747)	(\$11,494)	1	\$18.23	\$37,908.42	\$49,171.00	Duties
									2	\$18.78	\$39,068.64		
									3	\$19.31	\$40,172.70		
									4	\$19.87	\$41,335.84		
									5	\$20.64	\$42,936.61		
County Board	1000	00084673000001	Adm. Sec - Asst to Chief of Staff	25M	Office Coordinator	30M	\$5,708	\$9,894	1	\$27.72	\$57,667.38	\$91,286.00	Duties
									2	\$28.96	\$60,232.02		
									3	\$30.35	\$63,133.62		
									4	\$31.72	\$65,974.48		
									5	\$33.11	\$68,873.38		
County Board	1000	00085365000001	Adm. Sec. -Adm. Asst 2	18M	Public Information Asst	23M	\$5,126	\$8,884	1	\$21.91	\$45,564.48	\$69,785.00	Duties
									2	\$22.62	\$47,048.14		
									3	\$23.36	\$48,596.08		
									4	\$24.25	\$50,437.30		
									5	\$25.13	\$52,279.34		
DAS - Fiscal	1151	00000073000003	Admin. Specialist - Fiscal	07PM	Fiscal Analyst	24M	\$6,781	\$11,755	1	\$22.43	\$46,644.42	\$71,107.00	Duties
									2	\$23.28	\$48,427.81		
									3	\$24.14	\$50,207.66		
									4	\$24.99	\$51,987.10		
									5	\$26.13	\$54,340.42		

RECLASS
DAS FISCAL FORM
4/30/2012

RECLASSIFICATION DAS FISCAL FORM

Department: Zoological Department
Date of Reclass Request: April 27, 2012
Date of anticipated reclasses: May 24, 2012

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate						2012 total	Annual Total
										Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining			
EXISTING POSITION(S)*:																
1	9500		00004300	Accountant 3	21	05	1	1.0	23.83	1,906	146	281	13	30,333	60,665	
2														0	0	
													SUBTOTAL:	30,333	60,665	
RECLASS POSITION(S)*:																
1	9500		TBD	Accountant 2 (Zoo)	17	03	1	1.0	19.31	1,545	118	228	13	24,586	49,171	
2													0	0	0	
													SUBTOTAL:	24,586	49,171	
													TOTAL COST:	(5,747)	(11,494)	

* Pension Fixed Rate for 2012 = 14.75% of salary (No impact on Health Insurance of this action)

**

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASS:

Yes

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATIONS?

Yes

COMMENT/NARRATIVE (optional):


FISCAL AND BUDGET ADMINISTRATOR

5/1/12
DATE

RECLASS
DAS FISCAL FORM
5/3/2012

RECLASSIFICATION DAS FISCAL FORM

Department: County Board
Date of Reclass Request: 5/3/2012
Date of anticipated reclasses: 5/27/2012

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2012 total	Annual Total	
EXISTING POSITION(S)*:																
1	1000	1000	84673	Admin Sec - Assistant to Chief of Staff	25M	5	1	1.0	26.47	2,117	162	851	15	46,957	81,392	
2	1000	1000	85365	Admin Sec - Admin Asst. 2	18M	1	1	1.0	18.42	1,473	113	756	15	35,135	60,901	
														SUBTOTAL:	82,092	142,293
RECLASS POSITION(S)*:																
1	1000	1000	84673	Office Coordinator	30M	1	1	1.0	27.72	2,218	170	866	15	48,800	84,587	
2	1000	1000	85365	Public Information Asst.	23M	1	1	1.0	21.906	1,752	134	797	15	40,261	69,785	
														SUBTOTAL:	89,061	154,372
														TOTAL COST:	6,969	12,079

* Pension Fixed Rate for 2012 = 14.75% of salary

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASS: Yes

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATIONS? Yes

COMMENT/NARRATIVE (optional): Both positions have additional and higher level responsibilities.


FISCAL AND BUDGET ADMINISTRATOR

5/3/12
DATE

RECLASS
DAS FISCAL FORM
5/3/2012

RECLASSIFICATION DAS FISCAL FORM

Department: DAS - Fiscal Affairs
Date of Reclass Request: 5/3/2012
Date of anticipated reclasses: 5/27/2012

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2012 total	Annual Total
EXISTING POSITION(S)*:															
1	1151	1156	00073	Admin Specialist - Fiscal Affairs	07PM	1	1	1.0	17.8082	1,425	109	749	15	34,242	59,352
													SUBTOTAL:	34,242	59,352
RECLASS POSITION(S)*:															
1	1151	1156	00073	Fiscal Analyst NR - Fiscal Affairs	24M	1	1	1.0	22.43	1,794	137	804	15	41,023	71,107
													SUBTOTAL:	41,023	71,107
													TOTAL COST:	6,781	11,755

* Pension Fixed Rate for 2012 = 14.75% of salary

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASS: Yes

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATIONS? Yes

COMMENT/NARRATIVE (optional): Both positions have additional and higher level responsibilities.


FISCAL AND BUDGET ADMINISTRATOR

5/3/12
DATE

Personnel Committee Date: May 18, 2012

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 REQUESTED STEP CHANGE	PAY RANGE	CURR YEAR	SUB YEAR	RATE STEPS	PAYGRADE RATES	REASON
Clerk of Circuit Courts	2811	00076660	Human Resource Manager - Courts	914E	\$1,359	\$2,719	01	\$ 26,1407	Retention of Incumbent
							02	\$ 27,4477	
							03	\$ 28,7546	
							04	\$ 30,0614	
							05	\$ 31,3686	
							06	\$ 32,3487	
							07	\$ 33,3289	
							08	\$ 33,9827	
DAS	1151	00012243	Capital Finance Planning Analyst 3	33JM	\$4,493	\$7,788	01	\$ 27,7247	Retention of Incumbent
							02	\$ 28,9577	
							03	\$ 30,5327	
							04	\$ 31,7185	
							05	\$ 33,1122	
							06	\$ 34,4813	
							07	\$ 36,1423	
							08	\$ 37,8038	
Clerk of Circuit Courts	2811	00079120	Assistant Chief Deputy Clerk - Senior Administrator	916E			01	\$ 32,8883	Retention of Incumbent
							02	\$ 34,5328	
							03	\$ 36,1770	
							04	\$ 37,8215	
							05	\$ 39,4668	
							06	\$ 40,6994	
							07	\$ 41,9326	
							08	\$ 42,7549	
Total:					\$5,852	\$10,507			

Reallocation Report
 Personnel Committee Meeting
 MAY 18, 2012

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.

DEPT	DEPT ORG	TITLE CODE	AUT POS	FILLED POS	CURRENT CLASSIFICATION	CURRENT PAY RANGE	STEPS	CURRENT PAY RATE	RECOMMENDED PAY RANGE	STEPS	RECOMMENDED PAY RATE	PAY STEP	NEW PAY RATE	CURR YEAR DIFF	SUB YEAR DIFF	MAX YEAR DIFF	REASON
							01	\$ 69,7314		01	\$ 82,8190						
							02	\$ 72,1720		02	\$ 85,7177						
							03	\$ 74,6979		03	\$ 88,7178						
SHERIFF	4000	0005770	1	1	STAFF PSYCHIATRIST	44XM	04	\$ 77,3125	44PM	04	\$ 91,8230	02	\$88,7178	\$3,856	\$7,711	\$7,711	RETENTION & RECRUITMENT
							05	\$ 80,0184		05	\$ 95,0367						
							06	\$ 82,8190		06	\$ 98,3630						
							07	\$ 85,7177		07	\$ 101,8057						
							01	\$ 69,7314		01	\$ 82,8190						
							02	\$ 72,1720		02	\$ 85,7177						
							03	\$ 74,6979		03	\$ 88,7178						
SHERIFF	4000	0005771	2	1	STAFF PSYCHIATRIST HOURLY	44XM	04	\$ 77,3125	44PM	04	\$ 91,8230	02	\$88,7178	\$3,858	\$6,718	\$6,718	RETENTION & RECRUITMENT
							05	\$ 80,0184		05	\$ 95,0367						
							06	\$ 82,8190		06	\$ 98,3630						
							07	\$ 85,7177		07	\$ 101,8057						
TOTALS**													\$7,214	\$14,429	\$14,429		

REALLOCATION
DAS FISCAL FORM
5/3/2012

REALLOCATION DAS FISCAL FORM

Department: Sheriff
Date of Reclass Request:
Date of anticipated reclasses: May 17, 2012

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2012 total	Annual Total	
POSITION(S)*:																
1	4000	4041	0005770	Staff Psychiatrist	44XM	7	1	1.0	85.72	6,857	525	1,092	13	110,158	220,316	
2	4000	4041	0005771	Staff Psychiatrist - Hourly	44XM	7	2	2.0	85.72	3,429	262	0	13	95,966	191,932	
3			00019560											0	0	
														SUBTOTAL:	206,124	412,249
REALLOCATED POSITION(S)*:																
1	4000	4041	0005770	Staff Psychiatrist	44PM	3	1	1.0	88.72	7,097	543	1,130	13	114,014	228,027	
2	4000	4041	0005771	Staff Psychiatrist - Hourly	44PM	3	2	2.0	88.72	3,549	271	0	13	99,325	198,650	
3											0	0	0	0	0	
														SUBTOTAL:	213,339	426,677
														TOTAL COST:	7,214	14,429

* Pension Fixed Rate for 2012 = 15.92% of salary (No impact on Health Insurance of this action)

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE REALLOCATION: Yes

DOES DAS APPROVE THE ABOVE MENTIONED REALLOCATIONS? Yes

COMMENT/NARRATIVE (optional):


FISCAL AND BUDGET ADMINISTRATOR


DATE

Reallocation Report
 Personnel Committee Meeting
 MAY 18, 2012

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.

DEPT	DEPT ORG	TITLE CODE	AUT POS	FILLED POS	CURRENT CLASSIFICATION	CURRENT PAY RANGE	STEPS	CURRENT PAY RATE	RECOMMENDED PAY RANGE	STEPS	RECOMMENDED PAY RATE	PAY STEP	NEW PAY RATE	CURR YEAR DIFF	SUB YEAR DIFF	MAX YEAR DIFF	REASON
							01	\$ 69,7314		01	\$ 82,8190						
							02	\$ 72,1720		02	\$ 85,7177						
							03	\$ 74,6979		03	\$ 88,7178						
SHERIFF	4000	0005770	1	1	STAFF PSYCHIATRIST	44XM	04	\$ 77,3125	44PM	04	\$ 91,8230	02	\$85,7177	\$110,158	\$220,316	\$220,316	RETENTION & RECRUITMENT
							05	\$ 80,0184		05	\$ 95,0367						
							06	\$ 82,8190		06	\$ 98,3630						
							07	\$ 85,7177		07	\$ 101,8057						
							01	\$ 69,7314		01	\$ 82,8190						
							02	\$ 72,1720		02	\$ 85,7177						
							03	\$ 74,6979		03	\$ 88,7178						
SHERIFF	4000	0005771	2	1	STAFF PSYCHIATRIST HOURLY	44XM	04	\$ 77,3125	44PM	04	\$ 91,8230	02	\$85,7177	\$47,983	\$95,966	\$95,966	RETENTION & RECRUITMENT
							05	\$ 80,0184		05	\$ 95,0367						
							06	\$ 82,8190		06	\$ 98,3630						
							07	\$ 85,7177		07	\$ 101,8057						
TOTALS**													\$158,141	\$316,283	\$316,283		

REVISIONS TO ECP REPORT
Personnel Committee Meeting
May 18, 2012

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

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : May 18, 2012
To : Committee on Personnel
FROM : Kerry J. Mitchell, Director of Human Resources 
SUBJECT : **Informational Reports 05/18/2012**
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 May 18, 2012 Personnel Committee Meeting for informational purposes

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

KJKM:rly

Attachment

**Appointments at an Advanced Step of the Pay Range
Personnel Committee Report
May 18, 2012**

REQUESTOR	ORG UNIT	PREVIOUS CLASSIFICATION	CURRENT CLASSIFICATION	PREVIOUS PAY GRADE	REQUESTED PAY GRADE	* OF STEPS	REQUESTED PAY GRADE & HOURLY RATE	ANNUALIZED SALARY BY STEPS	APPOINTED STEP	REQUESTED STEP AMOUNT	PREVIOUS SALARY	DIFFERENCE IN ANNUAL PAY	CURRENT YEAR FISCAL IMPACT [^]	JUSTIFICATION
COURTS	2000	N/A	Fulltime Court Commissioner	N/A	34Z	01	\$ 22,0958	\$ 45,958.26	10	\$42,4481	\$0.00	\$0.00	\$0.00	TRAINING AND EXPERIENCE
						02	\$ 24,5253	\$ 51,012.62						
						03	\$ 27,0361	\$ 56,235.09						
						04	\$ 28,9173	\$ 60,147.98						
						07	\$ 30,9296	\$ 64,333.57						
						08	\$ 33,0820	\$ 68,810.56						
						07	\$ 34,8989	\$ 72,589.71						
						08	\$ 37,8466	\$ 78,721.34						
						09	\$ 40,4201	\$ 84,189.61						
						10*	\$ 42,4481	\$ 88,292.65						
						11	\$ 45,1547	\$ 93,921.78						
						12	\$ 47,8640	\$ 99,557.12						
						13	\$ 50,7357	\$ 105,530.26						
						14	\$ 53,7808	\$ 111,864.06						
BHD	6300	N/A	Advance Practice Nurse Prescriber	N/A	32NZ	01	\$ 34,3428	\$ 71,433.02	06	\$ 41,7259	\$0.00	\$0.00	\$0.00	TRAINING AND EXPERIENCE
						02	\$ 35,8906	\$ 74,652.45						
						03	\$ 37,4697	\$ 77,936.98						
						04	\$ 39,0174	\$ 81,156.19						
						05	\$ 40,8997	\$ 85,071.38						
						06*	\$ 41,7259	\$ 86,789.87						
						07	\$ 42,3234	\$ 88,032.67						
DHS	8000	N/A	Assistant Housing & Development Coordinator	N/A	25M	01	\$ 23,2825	\$ 48,427.60	03	\$ 24,9938	\$0.00	\$0.00	\$0.00	TRAINING AND EXPERIENCE
						02	\$ 24,1383	\$ 50,207.66						
						03	\$ 24,9938	\$ 51,987.10						
						04	\$ 26,1252	\$ 54,340.42						
						05	\$ 26,4649	\$ 55,046.99						
DHS	8000	N/A	ACCOUNTANT	N/A	25	01	\$ 23,7460	\$49,391.88	05	\$ 27,8013	\$0.00	\$0.00	\$0.00	TRAINING AND EXPERIENCE
						02	\$ 24,6185	\$51,206.48						
						03	\$ 25,4912	\$53,021.70						
						04	\$ 26,6449	\$55,421.39						
						05	\$ 27,8013	\$57,826.70						
DOT	5040	N/A	Assistant Chief of Airport Rescue & Firefighting	N/A	29FM	01	\$ 26,4650	\$71,561.36	03	\$ 28,9577	\$0.00	\$0.00	\$0.00	TRAINING AND EXPERIENCE
						02	\$ 27,7247	\$74,967.59						
						03	\$ 28,9577	\$78,301.62						
						04	\$ 30,3527	\$82,073.70						
						05	\$ 31,7185	\$85,766.82						
DOT	5040	N/A	Airport Firefighter & Equipment Operator	N/A	17B	01	\$ 14,0882	\$ 41,134.73	02	\$ 28,9577	\$0.00	\$0.00	\$0.00	TRAINING AND EXPERIENCE
						02	\$ 16,8249	\$ 49,125.34						
						03	\$ 17,7821	\$ 51,920.18						
						04	\$ 18,4805	\$ 53,959.36						
						05	\$ 18,9870	\$ 55,438.24						
						06	\$ 19,3701	\$ 56,556.82						
						07	\$ 19,7529	\$ 57,674.52						
						08	\$ 21,2620	\$ 62,080.79						
						01	\$ 26,4650	\$71,561.36						
DOT	5040	N/A	Assistant Chief of Airport Rescue & Firefighting	N/A	29FM	03	\$ 28,9577	\$78,301.62	03	\$ 28,9577	\$0.00	\$0.00	\$0.00	TRAINING AND EXPERIENCE
						04	\$ 30,3527	\$82,073.70						
						05	\$ 31,7185	\$85,766.82						
						01	\$ 26,4650	\$71,561.36						
						02	\$ 27,7247	\$74,967.59						
DOT	5040	Fire Equipment Operator	Assistant Chief of Airport Rescue & Firefighting	17B	29FM	03	\$ 28,9577	\$78,301.62	04	\$ 30,3527	\$ 21,2620	\$19,993	\$14,610	TRAINING AND EXPERIENCE
						04	\$ 30,3527	\$82,073.70						
						05	\$ 31,7185	\$85,766.82						
						01	\$ 26,4650	\$71,561.36						
						02	\$ 27,7247	\$74,967.59						
DOT	5040	n/a	Managing Engineer Traffic Design & Construction	N/A	34A	01	\$ 38,7500	\$ 80,600.00	07	\$ 43,8400	\$0.00	\$0.00	\$0.00	TRAINING AND EXPERIENCE
						02	\$ 39,5900	\$ 82,347.20						
						03	\$ 40,4300	\$ 84,094.40						
						04	\$ 41,2700	\$ 85,841.60						
						05	\$ 42,1300	\$ 87,630.40						
						06	\$ 42,9700	\$ 89,377.60						
						07	\$ 43,8400	\$ 91,187.20						
						08	\$ 44,9600	\$ 93,516.80						
						09	\$ 46,0900	\$ 95,867.20						
CSE	2430	N/A	Fiscal & Budget Manager - CSS	N/A	916E	01	\$ 32,8882	\$ 68,407.46	02	\$ 34,5327	\$0.00	\$0.00	\$0.00	TRAINING AND EXPERIENCE
						02	\$ 34,5327	\$ 71,628.02						
						03	\$ 36,1770	\$ 75,248.16						
						04	\$ 37,8215	\$ 78,668.72						
						05	\$ 39,4660	\$ 82,089.28						
						06	\$ 40,6994	\$ 84,654.75						
						07	\$ 41,9326	\$ 87,219.81						
						08	\$ 42,7548	\$ 88,929.98						

In accordance with the provisions of 17.06(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.
[^] Current Year fiscal impact amount is based upon number of weeks remaining in 2012 from date of appointment.
* Bold denotes rates of incumbents

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : May 18, 2012
To : Committee on Personnel
FROM : Kerry J. Mitchell, Director of Human Resources 
SUBJECT : **Informational Reports 05/18/2012**
For Personnel Committee Meeting

Attached are a series of informational reports relative to ***dual employment, emergency appointment, and temporary 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 May 18, 2012.

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

KJM:ry

Attachments

**Dual Employment Report
Personnel Committee Meeting
May 18, 2012**

Organizational Unit	Name	Current Classification	Current Pay Range	Dual Employment	Dual Employment Pay Range
Parks Department	Michael Wrench	Dep Regional Operations Manager	27M	Umpire	52
Parks Department	John Quinlan	Public Services Manager	26M	Umpire	52
Parks Department	Gregory Kowalsk	Highway Maintenance Worker 1	11H	Umpire	52
Parks Department	Nicholas Spence	Office Assistant 1 Seasonal	6	Umpire	52
Parks Department	Kevin Quinlan	Food Service Operator Seasonal	9	Umpire	52

Emergency Appointment Report
Personnel Committee Meeting
May 18, 2012

Requestor	Dept	Last Name	First Name	Title Description	Employee Class	Status	Emergency Appt Date	Pay Range
Airport	5041	Daniel	Huebner	Contract Payment Specialist	F	A	11/7/2011	21

Total Employees = 1

Grand Total of Employees: 1

**Temporary Appointment Report
Personnel Committee Meeting
May 18, 2012**

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours In Payroll Period	Temporary Appt Date	Appt Type
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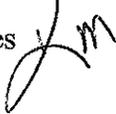
Currently, no Temporary Appointments to report.

Temporary Assignment to a Higher Classification (TAHC) Report
 Personnel Committee Meeting
 May 18, 2012

Dept	First Name	Last Name	Current Job Title	Pay Range	Start Date	Ext.	End Date	New Job Title	Pay Range
BHD	Teri	Jenkins	Clerical Assistant 1	3P	4/12/2012		06/29/12	Quality Management Admin Asst	22M
CSE	Cheryl	Berry	Clerical Assistant 1	03P	3/19/2012		06/16/12	Executive Assistant Child Support	06PM
CSE	Jennifer	Stoltz	Paralegal - Child Support	19L	3/27/2012		06/24/12	Child Support Supervisor	24M
DAS - Administration	Anthony	Geiger	Management Asst -Human Resources	06PM	4/18/2012		07/14/12	Administrative Specialist - Fiscal Affairs NR	07PM
DHHS	Tana	Jeter	Intake Specialist	16	2/19/2012		05/18/12	Human Service Worker Supervisor	26M
DHHS	Stacey	Bielski	Psychiatric Social Worker	24	4/2/2012		06/30/12	Special Needs Housing Manager	33M
DHR	Andrea	Adkins	Office Support Assistant II NR	02PM	3/19/2012		06/16/12	Clerical Specialist HR (NR)	05PM
DHR	Cynthia	Walker	Clerical Specialist (HR) NR	05PM	4/16/2012		07/14/12	Management Assistant - Human Resources	06PM
DHR	Matthew	Hanchek	Financial Analyst Employee Benefits	38M	3/31/2012	*	06/28/12	Employee Benefits Administrator	902E
DTPW-Airport	Scott	Wisniewski	Fire Fighter Equip Oper	17B	4/9/2012	*	7/7/12	Asst Chief Air Rescue & Fire Fighter	29FM
DTPW-Airport	Matthew	Wines	Airport Maintenance Worker	15KZ	4/1/2012		6/1/12	Assistant Airport Maintenance Supervisor	26M
DTPW-Airport	John	Kenny	Assistant Facilities Supervisor	14M	3/25/2012		6/22/12	Facilities Supervisor	20M
PARKS	Brian	Blake	PMW II-IC	18z	3/1/2012		05/29/12	Park Unit Coordinator 1	22M
Sheriff	Robert	Worzalla	Correction Officer I	14Z	2/26/2012		05/25/12	Correction Officer Lieutenant	23CM
Sheriff	Barbara	Lathan	Correction Officer I	14Z	2/26/2012		05/25/12	Correction Officer Lieutenant	23CM
Sheriff	Janet	Borucki	Correction Officer I	14Z	4/15/2012		7/13/12	Correction Manager	915E
Sheriff	Jason	Hodel	Deputy Sheriff Sergeant	17BZ	4/22/2012		7/20/12	Deputy Sheriff Lieutenant	30M
Sheriff	Keona	Garth-Dickens	Correction Officer I	14Z	4/15/2012		7/13/12	Correction Manager	915E
Sheriff	Ross	Stein	Correction Officer Lieutenant	23CM	4/15/2012		7/13/12	Correction Manager	915E
Treasurers	Cathleen	Hollers	Accountant I	14	3/5/2012		6/1/2012	Accountant IV (NR)	25M

*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
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : May 10, 2012
TO : Chairwoman Marina Dimitrijevic, County Board of Supervisors
Supervisor David Cullen, Chairman, Personnel Committee
FROM : Kerry J. Mitchell, Director of Human Resources 
SUBJECT : **2012 Budget Creates**

A review of the duties to be assigned to the new positions requested in the 2012 Budget has resulted in the following recommendations of classification and pay range.

See Attached Report.

Attachment

Cc: Patrick Farley, Director, DAS
Craig Kammholz, Fiscal & Budget Administrator, DAS
Steve Cady, Fiscal & Budget Analyst, County Board
Jodi Mapp, Personnel Committee Clerk

A RESOLUTION

1

2 WHEREAS, the Director of Human Resources, in a report dated ~~February 22~~May
3 10, 2012 (copy attached), reviewed the recommended position creations contained in the
4 2012 Adopted County Budget and the amendment actions for personnel changes by the
5 Committee on Finance and Audit relative to classification and rate of compensation for
6 positions in the 2012 Adopted Budget; and

7 WHEREAS, the creation of positions in the 2012 Adopted Budget and the
8 amendment actions of the Committee on Finance and Audit require action by the
9 Committee on Personnel as to classification and rate of compensation; now, therefore,

10 BE IT RESOLVED, that, the Milwaukee County Board of Supervisors does
11 hereby authorize and direct the ~~Interim~~ Director of Human Resources to implement the
12 classifications and rates of compensation (as attached and contained in a report from the
13 Director of Human Resources dated ~~February 22~~May 10, 2012) for positions
14 recommended for creation in the 2012 Adopted Budget.

NEW BUDGET CREATES FY 2012					
DEPT.	JOB CODE	JOB TITLE	PAY RANGE	NUMBER OF POSITIONS	BARGAINING UNIT STATUS
1135	TBD	Labor Relations Manager	<u>902E901E</u>	1	NR

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 5/10/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Recommendation to create 1.0 FTE Labor Relations Manager position at pay range 901E.

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" 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 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	0	0
	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. Approval of this request would create 1.0 FTE Labor Relations Manager at pay range 901E.
- B. There is no fiscal effect in 2012 as a result of this position action. The position was included in the 2012 Labor Relations budget for a salary of \$90,284 and the department has sufficient funds to cover the cost of this position.
- C. There is no budgetary impact as a result of this position action. There are sufficient funds included in the department's 2012 budget to cover these costs. Because the position has been vacant to date in 2012, the department will achieve cost savings in 2012, provided the position is filled at the budgeted salary of \$90,284
- D. This note assumes the position is filled at the budgeted salary of \$90,284. For future years, no salary increases are assumed.

Department/Prepared By Daniel Laurila, Fiscal & Mangement Analyst

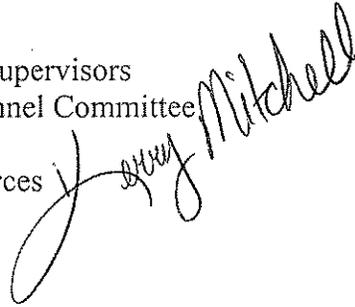
Authorized Signature _____

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
DAS-Division of Human Resources
INTER-OFFICE COMMUNICATION

DATE : February 22, 2012
TO : Chairman Lee Holloway, County Board of Supervisors
Supervisor Joe Sanfelippo, Chairman, Personnel Committee
FROM : Kerry J. Mitchell, Director of Human Resources
SUBJECT : **2012 Budget Creates**



A review of the duties to be assigned to the new positions requested in the 2012 Budget has resulted in the following recommendations of classification and pay range.

See Attached Report.

Attachment

Cc: Patrick Farley, Director, DAS
Pamela Bryant, Interim Fiscal & Budget Administrator, DAS
Rick Ceschin, Senior Research Analyst
Jodi Mapp, Personnel Committee Clerk

NEW BUDGET CREATES FY 2012

DEPT.	JOB CODE	JOB TITLE	PAY RANGE	NUMBER OF POSITIONS	BARGAINING UNIT STATUS
1135	TBD	Labor Relations Manager	902E	1	NR

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A RESOLUTION

WHEREAS, the Director of Human Resources, in a report dated February 22, 2012 (copy attached), reviewed the recommended position creations contained in the 2012 Adopted County Budget and the amendment actions for personnel changes by the Committee on Finance and Audit relative to classification and rate of compensation for positions in the 2012 Adopted Budget; and

WHEREAS, the creation of positions in the 2012 Adopted Budget and the amendment actions of the Committee on Finance and Audit require action by the Committee on Personnel as to classification and rate of compensation; now, therefore,

BE IT RESOLVED, that, the Milwaukee County Board of Supervisors does hereby authorize and direct the Interim Director of Human Resources to implement the classifications and rates of compensation (as attached and contained in a report from the Director of Human Resources dated February 22, 2012) for positions recommended for creation in the 2012 Adopted Budget.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 2/23/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Recommendation to change the pay range of 1.0 FTE Labor Relations Manager that was included in the 2012 Budget, from 901E to 902E.

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input 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 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	0	0
	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. The 2012 Adopted Budget included the creation of 1.0 FTE Labor Relations Manager at pay range 901E. Approval of the department's recommendation would create the same position at a different pay range, which would be 902E.

B. There is no fiscal effect in 2012 or 2013 as a result of this position action. The department has sufficient funds to cover the cost of this position action.

C. There is no budgetary impact as a result of this position action. There are sufficient funds included in the department's 2012 budget to cover these costs.

Department/Prepared By Antionette Thomas-Bailey, Fiscal & Mangement 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
INTEROFFICE COMMUNICATION**

DATE: April 20, 2012

TO: Marina Dimitrijevic, Chairperson, County Board of Supervisors

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **Request for Dual Fill of an Automotive & Equipment Service Technician DOT at General Mitchell International Airport**

Background

Chapter 17.14 of the General Ordinances of Milwaukee County states the following that *“Only one (1) full-time employee may occupy an authorized full-time position on an active basis. When the need arises, a department head or appointing authority may request approval from the county board to actively employ more than one (1) active full-time employee in a full-time authorized position for a specified period of time. Such requests shall be considered by the committee on personnel after receipt of a report from the director of human resources.”*

Rationale for the Request to Double Fill

The Airport Division of the Department of Transportation respectfully requests permission for a Dual Fill of an Automotive & Equipment Service Technician DOT position (Job Code 27611; Position #29).

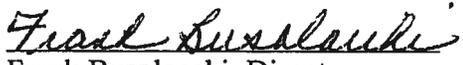
The current incumbent to this position has presented to the DOT HR Coordinator a doctor signed medical restriction document that prevents the individual from ever being able to perform the duties of the position again. This individual has exhausted all sick, personal, and vacation time and has not been to work since October 4, 2011. The individual has been referred to the Milwaukee County Job Placement Coordinator in Milwaukee County's Office for Persons with Disabilities in hopes that placement into a position within the County that meets his medical restrictions can be made. Until such time that the individual is fully registered with the Office for Persons with Disabilities and/or until a regular appointment can be made to fill the vacancy, Airport Staff desires to Dual Fill the position.

Airport Staff wish to have the position dual filled so that another mechanic is available throughout the summer to assist in maintaining the Milwaukee County fleet during this busy summer mowing and construction season.

Please advise if you have any questions or concerns regarding this request.

Prepared by: Terry Blue, Deputy Airport Director – Operations & Maintenance

Approved by:


Frank Busalacchi, Director
Department of Transportation


C. Barry Baleman,
Airport Director

cc: Chris Abele, County Executive
Amber Moreen, Chief of Staff, County Executive's Office
Personnel Committee Chairperson
Rick Ceschin, Research Analyst, County Board
Patrick Farley, Director, Department of Administrative Services
James Martin, Mgt Analyst, Admin & Fiscal Affairs Division/DAS
Kerry Mitchell, Director, Human Resources
Jodi Mapp, Personnel Committee Clerk
Sean Moore, HR Coordinator, (DOT)
Shawn Niessen, Executive Assistant (Airport)

(Item) From the Director, Department of Transportation, requesting authorization for the Airport Director to double-fill one Automotive & Equipment Service Technician DOT position until such time as the incumbent is fully registered with the Office for Persons with Disabilities and/or until a regular appointment can be made to fill the vacancy, by adoption of the following:

RESOLUTION

WHEREAS, due to a physician-certified medical restriction preventing the incumbent from ever being able to perform the duties of the position again; and

WHEREAS, the incumbent has exhausted all sick, personal, and vacation time and has not been to work since October 4, 2011; and

WHEREAS, the individual has been referred to the Milwaukee County Job Placement Coordinator in Milwaukee County's Office for Persons with Disabilities in hopes that placement into a position within the County that meets his medical restrictions can be made; and

WHEREAS, Airport Staff needs to have the position dual filled so that another mechanic is available throughout the summer to assist in maintaining the Milwaukee County fleet during this busy summer mowing and construction season; and

WHEREAS, Chapter 17.14 of the General Ordinances of Milwaukee County states the following that "*Only one (1) full-time employee may occupy an authorized full-time position on an active basis. When the need arises, a department head or appointing authority may request approval from the county board to actively employ more than one (1) active full-time employee in a full-time authorized position for a specified period of time. Such requests shall be considered by the committee on personnel after receipt of a report from the director of human resources.*"

; now, therefore,

BE IT RESOLVED, the Airport Director is hereby authorized to double-fill one Automotive & Equipment Service Technician DOT position until such time as the incumbent is fully registered with the Office for Persons with Disabilities and/or until a regular appointment can be made to fill the vacancy.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: April 20, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request for Dual Fill of an Automotive & Equipment Service Technician DOT at General Mitchell International Airport

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input 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 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	0	0
	Revenue	0	0
	Net Cost	0	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.

There is no impact to the tax levy of Milwaukee County.

Department/Prepared by: Terry Blue, Deputy Airport Director – Operations/Maintenance

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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
DEPARTMENT OF HUMAN RESOURCES
INTER-OFFICE COMMUNICATION

DATE : April 20, 2012

TO : Chairwoman Marina Dimitrijevic, County Board of Supervisors

FROM : Kerry J. Mitchell, Director of Human Resources *KM*

SUBJECT: **Dual Fill of a Position – Automotive & Equipment Service Technician DOT at the Airport**

REQUEST

The Department of Transportation has requested authorization, in accordance with C.G.O. 17.14 (1), Payment for Full-time Employment, to dual fill one position of Automotive & Equipment Service Technician DOT position, job code 27611, job grade (pay range) 19-DC. The request is to allow the dual fill until such time that the individual is fully enrolled in the program and/or a placement can be made.

BACKGROUND

The current incumbent to this position has presented to the DOT HR Coordinator a doctor signed medical restriction document that prevents the individual from ever being able to perform the duties of the position again. This individual has exhausted all sick, personal, and vacation time and has not been to work since October 4, 2011. The individual has been referred to the Milwaukee County Job Placement Coordinator in Milwaukee County's Office for Persons with Disabilities in hopes that placement into a position within the County that meets his medical restrictions can be made. Until such time that the individual is fully enrolled in the program and/or a placement can be made, Airport Staff desires to Dual Fill the position.

Airport Staff wish to have the position dual filled so that another mechanic is available throughout the summer to assist in maintaining the Milwaukee County fleet during this busy summer mowing and construction season.

RECOMMENDATION

It is recommended that the request for dual fill for one position of Automotive & Equipment Service Technician DOT position, job code 27611, job grade (pay range) 19-DC, be approved to ensure adequate staffing levels are met in Milwaukee County fleet during the busy summer mowing and construction season.

FISCAL IMPACT

The incumbent's leave has been unpaid since October 4, 2011. There will be no tax levy impact.

KJM:jam

Cc: County Executive Chris Abele
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Steve Cady, Fiscal & Budget Analyst, County Board
James Martin, Fiscal and Management Analyst, DAS-Fiscal
Frank Busalacchi, Director, Department of Transportation
Barry Bateman, Airport Director
Terry Blue, Deputy Airport Director-Operations & Maintenance
Sean Moore, HR Coordinator (DOT)
Jodi Mapp, Personnel Committee Clerk

MILWAUKEE COUNTY
OFFICE OF THE SHERIFF
Inter-Office Communication

DATE: April 25, 2012
TO: Marina Dimitrijevic, Chairman, Milwaukee County Board of Supervisors
FROM: Richard R. Schmidt, Inspector
SUBJECT: Request for Leave of Absence



Milwaukee County Ordinance 17.193(1) and (2) describes the procedure for submission of a request for leave of absence for certain Deputy Sheriffs.

Action Recommended:

The County Board should adopt the proposed resolution allowing the Sheriff to grant a leave of absence to an employee currently in the classified service to assume a position in the unclassified service in accordance with County Ordinance Chapter 17.193(1) and (2):

Current classified position and Title Code:	Deputy Sheriff Captain, T.C. 77120
Employee:	Nancy Evans
New regular appointment unclassified position and Title Code:	Sheriff's Depart. Bureau Director, T.C. 80065 (working title Deputy Inspector)
Effective date for leave of absence:	Immediately upon adoption of resolution and appointment to unclassified position

History and Rationale:

The above employee currently holds the position of Deputy Sheriff Captain. As a dedicated long-term career law enforcement employee, Captain Nancy Evans has made a significant contribution to this agency. A leave of absence from her current position will allow for her continued employment, which is essential. Upon completion of her appointive position she will be returned to her previously held position or appointed to other non-represented Deputy Sheriff positions in accordance with Section (2) of Chapter 17.193.

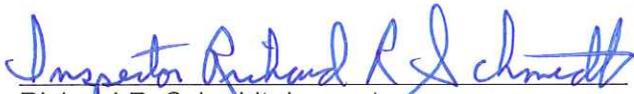
Similar leave of absences were granted in March 2007, March 2009, March 2010 and January 2011 to six (6) employees for appointment to positions of ExDire2 Sheriff/Dept Administrator and positions of Sheriff's Department Bureau Director. Milwaukee County has invested significant resources in training Captain Evans. Granting a leave would provide agency

continuity and prevent an experience vacuum should a future Sheriff decide to replace Captain Evans in the unclassified service.

Fiscal Statement

See attached.

Thank you for consideration of this request.


Richard R. Schmidt, Inspector

Cc: Kerry Mitchell, Director, DAS-Division of Human Resources
Ladette Austin, Committee Clerk
File

(ITEM *) From the Office of the Sheriff requesting a leave of absence from the Classified to Unclassified service, by recommending adoption of the following:

A RESOLUTION

WHEREAS, Wisconsin State Statute 59.26(1) does make provisions for counties under civil service to allow the Sheriff, in conformity with County Ordinance to grant leave of absence to deputies for appointment to higher positions; and

WHEREAS, on 9/29/05 the Milwaukee County Board of Supervisors created section 17.193 of the Milwaukee County General Ordinances to provide a mechanism for the Sheriff to grant leave of absences; and

WHEREAS, under section 17.193 the Sheriff may not grant a leave of absence under this ordinance until the Sheriff first secures the consent of the County Board by resolution duly adopted by the board; and

WHEREAS, granting leaves will enhance the Sheriff's ability to administer his office efficiently and appoint subordinates in a manner most effective in fulfilling the statutory and constitutional duties of his office; and

WHEREAS, the Sheriff requests a leave of absence for the following employee:

Current classified position and Title Code:	Deputy Sheriff Captain, T.C. 77120
Employee:	Nancy Evans
New regular appointment unclassified Position and title code:	Sheriff's Dept. Bureau Director (working title Deputy Inspector) T.C.77130
Effective date for leave of absence:	Immediately upon adoption of resolution and appointment to unclassified position

: now, therefore

BE IT RESOLVED, the Board of Supervisors consents to granting leave of absence to the above named individual.

Fiscal Note:

There is no direct fiscal impact through adoption of this resolution. There may be an insignificant amount of staff time involved in processing the personnel changes proposed in this resolution.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 4/26/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request by the Sheriff to grant a leave of absence to an employee currently in the classified service to assume a position in the unclassified service in accordance with County Ordinance Chapter 17.193(1) and (2).

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input 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 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	0	
	Revenue	0	
	Net Cost	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.

The Sheriff is requesting to grant a leave of absence to an employee currently in the classified service to assume a position in the unclassified service in accordance with County Ordinance Chapter 17.193(1) and (2). There is no fiscal effect to the action.

Department/Prepared By Molly Pahl, Fiscal Operations 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-
INTEROFFICE COMMUNICATION**

DATE : April 26, 2012

TO : Marina Dimitrijevic, Chair, County Board of Supervisors

FROM : Craig Kammholz, Fiscal and Budget Administrator, Department of Administrative Services

SUBJECT : Request to Create Park Worker IV and Park Worker V Seasonal Positions and Create a 3 Step Pay System for Park Worker I – V Seasonal Positions

REQUEST

The Department of Parks, Recreation and Culture (Parks) has requested the creation of Park Worker IV and Park Worker V Seasonal positions and create a career ladder pay step system (3 steps per position) for the positions of Park Worker Seasonal I – V.

BACKGROUND/ANALYSIS

Parks currently has three levels of Park Worker Seasonal employees with one pay step per position. Parks has requested the creation of a three pay steps within each position and to create two additional positions of Park Worker IV and Park Worker V. This change is modeled after the Zoo's seasonal staff structure. Currently the Zoological Department has positions of Zoo Worker I – Zoo Worker VI with three steps per position.

The additional positions and multiple steps within each position would create a career ladder for seasonal staff returning to work in Parks for multiple years. Parks staff intends to start new hires at step 1 and those returning for a second season would begin at step 2, with the potential to receive a raise to step 3 after working 500 hours.

Each Park Worker Seasonal position has varying minimum qualifications depending on the level of the position. The higher classifications within the ladder (IV – V) would be required to perform higher skilled duties such as operating small power equipment, assisting in training Park Work Seasonal I – III seasonal staff and assisting in fee collection at various Park facilities.

FISCAL NOTE

The creation of a new classification of Park Worker Seasonal (I - V) will result in no additional tax levy cost as Parks staff has indicated it will not exceed the department's allocated dollars for seasonal staff from the 2012 Adopted Budget.

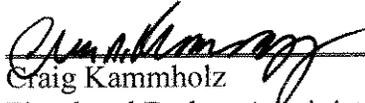
Parks staff anticipates that the creation of three steps within each position will generate additional seasonal work hours, without increasing the appropriation for seasonal staff from the 2012 Adopted Budget. This is because the existing pay ranges for Seasonal Park Workers have only one step, so that a seasonal who advances would receive a raise of

either \$1.68 or \$1.79 per hour; whereas the new pay ranges will have steps that provide increases of 25 cents per hour. By providing less costly advances, the savings can be used to hire additional seasonal workers.

RECOMMENDATION

The Department of Administrative Services, Fiscal Affairs (DAS) recommends the creation of a new position of Park Worker Seasonal be approved with classifications of Park Work Seasonal I, Park Work Seasonal II, Park Work Seasonal III, Park Work Seasonal IV and Park Work Seasonal V comprising the career ladder for the position. DAS – Fiscal also recommends the reallocation of pay ranges 5101, 5102, 5108, 5109 and 5110 to three steps per pay range be approved.

Prepared by:
Vince Masterson



Craig Kammholz
Fiscal and Budget Administrator, Department of Administrative Services

Pc: Chris Abele, County Executive
Amber Moreen, Chief of Staff, County Executive's Office
Kerry Mitchell, Director of Human Resources
Kelly Bablitch, Chief of Staff, Board of Supervisors
Stephen Cady, Fiscal and Budget Analyst, County Board
James Tate, Human Resources Analyst, DAS-HR

1 From the Committee on, Reporting on:

2
3 File No.

4
5 (ITEM NO.) A resolution requesting to abolish 195.39 FTE Park Seasonal worker positions
6 (Title Codes 00040350 (salary range 11P), 00040620 (pay range 5108), 00040630 (pay
7 range 5309), and 00040640 (pay range 5110) upon the creation of 134.16 FTE Park
8 Worker 5 Seasonal (Pay range 5101), effective May 24, 2012:

9
10 **A RESOLUTION**

11
12 WHEREAS, the Department of Parks, Recreation and Culture (DPRC) employs a
13 significant number of seasonal Park Workers and Park Maintenance every year; and

14
15 WHEREAS the existing seasonal Park Worker and Park Maintenance Workers
16 perform valuable duties such as basic maintenance, cleaning facilities, operating small
17 pieces of equipment, cash reporting, and other ; and

18
19 WHEREAS the Milwaukee County Zoo has five levels of seasonal employees, with
20 higher level employees able to perform additional duties; and

21
22 WHEREAS, the DPRC seeks to expand the capabilities of its seasonal park workers,
23 enhance flexibility for its managers, and provide a career ladder for seasonal employees;
24 and

25
26 WHEREAS, the requested position actions are necessary to meet the changing needs
27 of the department; and

28
29 WHEREAS, this request would create two new title codes with pay ranges and steps
30 as recommended by the Department of Human Resources: Park Worker 5 Seasonal, at
31 steps 8, 9, and 10 of pay range 13P, and Park Worker 4 Seasonal 4, at steps 8, 9, and 10 of
32 pay range 11P; and

33
34 WHEREAS, the Department of Administrative Services, Fiscal Affairs recommends
35 that the following request effective May 24, 2012, be approved: abolish 2.35 FTE Park
36 Maintenance Worker 2 Seasonal (title code 00040350, pay range 11P), 142.5 FTE Park
37 Worker 3 Seasonal (title code 00040620, pay range 5108), 45.7 FTE Park Worker 2
38 Seasonal (title code 00040630, pay range 5109), and 4.9 FTE Park Worker 1 Seasonal (title
39 code 00040640, pay range 5110); and create 134.16 FTE Park Worker 5 Seasonal (title
40 code TBD, pay range 5101) with the ability to underfill Park Worker 5 Seasonal positions at
41 any of the lower levels; now, therefore

42
43 BE IT RESOLVED, that the following position actions are approved, for the
44 Department of Parks, Recreation and Culture effective May 24, 2012:

<u>Action</u>	<u>Title</u>	<u>No. of FTEs</u>	<u>No. of Positions</u>
Abolish Upon Vacancy	Park Maintenance Worker 2 Seasonal	2.3	81 (all)
Abolish Upon Vacancy	Park Worker 3 Seasonal	142.5	742 (all)
Abolish Upon Vacancy	Park Worker 2 Seasonal	45.7	370 (all)
Abolish Upon Vacancy	Park Worker 1 Seasonal	4.9	619 (all)
Create	Park Worker 5 Seasonal	134.16	TBD*

*As a seasonal classification, the County Board authorizes a total number of hours, not positions, to be filled by as many individuals as the department deems necessary.

BE IT FURTHER RESOLVED, that the classification of Park Worker I – V Seasonal shall be a career ladder consisting of the following classifications and pay grades:

<u>Title</u>	<u>Title Code</u>	<u>Pay Range</u>
Park Worker 5 Seasonal	40675	5101
Park Worker 4 Seasonal	40670	5102
Park Worker 3 Seasonal	40620	5108
Park Worker 2 Seasonal	40630	5109
Park Worker 1 Seasonal	40640	5110

BE IT FURTHER RESOLVED, that the pay grades of 5101, 5102, 5108, 5109 and 5110 are reallocated as follows:

Pay Grade 5101			
From:		To:	
Step	00	10.8632 (hourly)	
Step	01		\$18.2200
Step	02		\$18.7800
Step	03		\$19.2300

Pay Grade 5102			
From:		To:	
Step	00	10.0838 (hourly)	
Step	01		\$16.7500
Step	02		\$17.2600
Step	03		\$17.7500

Pay Grade 5108			
From:		To:	
Step	01	10.7119 (hourly)	
Step	01		\$9.7500
Step	02		\$10.2500
Step	03		\$10.7100

Pay Grade 5109			
From:		To:	
Step	00	8.9624 (hourly)	
Step	01		\$8.0000
Step	02		\$8.5000
Step	03		\$8.9300

Pay Grade 5110			
From:		To:	
Step	00	7.2500 (hourly)	
Step	01		\$7.2500
Step	02		\$7.5000
Step	03		\$7.7500

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: April 26, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Abolish 195.39 Various FTE Positions and Create 134.16 FTE Park Worker 5 Seasonal(s) with the Authority to Underfill the new Position with Park Worker 1, 2, 3, and 4 Seasonal(s); and create three (3) pay steps for each Park Worker Seasonal classification.

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" 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 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	\$0	\$0
	Revenue		
	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.
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 - 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. Create 134.16 FTE Park Worker 5 Seasonal with the authority to underfill the position with Park Worker 1, 2, 3, and 4 Seasonal(s). And create three (3) pay steps for each Park Worker Seasonal classification. Abolish the 195.39 various FTE positions that comprise the current seasonal position structure.
 - B. New Park Worker Seasonal (s) would begin at pay Step 1. Returning PW-Seasonal(s) would begin at Step 2 of the appropriate range. PW-Seasonal(s) would be eligible for a raise to the next step after 500 hours of service. A turnover rate of 1/3 is assumed. Based on these assumptions it is estimated DPRC's proposal would provide approximately 6,000 additional seasonal work hours.
 - B. There is no fiscal impact associated with this change.
 - D. The analysis assumes this is for the entire year or 2080 hours.

Department/Prepared By Josh Fudge, Fiscal & Management Analyst III, DAS-Fiscal

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
Department of Human Resources
INTER-OFFICE COMMUNICATION

Date: May 2, 2012

To: Committee on Personnel

From: Kerry Mitchell, ExDir3-Department of Human Resources *KM*

Subject: **Creation Recommended by Finance Committee**

A review of the duties to be assigned to the new positions requested by the Department of Human Resources has resulted in the following recommendation:

Org. Unit	Title Code	No. Of Positions	Recommended Title	Pay Range	Min/Max of Pay Range
9000	00040675	TBD	Park Worker V -Seasonal	5101	\$18.22 - \$19.23
9000	00040670	TBD	Park Worker IV - Seasonal	5102	\$16.75 - \$17.75
9000	00040620	TBD	Park Worker III - Seasonal	5108	\$9.75 - \$10.71
9000	00040630	TBD	Park Worker II - Seasonal	5109	\$8.00 - \$8.93
9000	00040640	TBD	Park Worker I - Seasonal	5110	\$7.25 - \$7.75

CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
SUE BLACK, DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: May 4, 2012

To: Chairwoman Marina Dimitrijevic, Milwaukee County Board of Supervisors

From: Sue Black, Director, Department of Parks, Recreation and Culture

Subject: **Request to Abolish Upon Vacancy, 4.90 FTE Park Worker 1 Seasonal (Title Code 40640) (5110); 45.69 FTE Park Worker 2 Seasonal (Title Code 40630) (5109); 142.45 FTE Park Worker 3 Seasonal (Title Code 40620) (5108); 2.35 FTE Park Maintenance Worker 1 and 2 Seasonal (Title Code 40340, 40350) (11P, 13P) and Create 134.16 FTE Park Worker 5 Seasonal (Title Code _____) (____) with the Authority to Underfill this Position with Park Worker 1, 2, 3 and 4 Seasonal(s)**

POLICY

The Department of Parks, Recreation and Culture (DPRC) respectfully requests the creation of 134.16 FTE Park Worker 5 Seasonal (PW5-Seasonal) with the ability to underfill that position with PW4-Seasonal, PW3-Seasonal, PW2-Seasonal, and PW1-Seasonal; and to create three (3) pay steps for each classification. To accomplish this, DPRC is also requesting the abolishment of 195.39 various FTE positions.

BACKGROUND

In 2007 the Milwaukee County Zoo (Zoo) received approval to create three (3) pay steps within its six (6) Zoo Worker Seasonal classifications. Recognizing the efficiencies created by the Zoo's staffing model, DPRC's proposal, like the Zoo's, provides for more seasonal work hours, reduces the cost of new seasonal workers, and improves staffing flexibility for managers.

In 2011 DPRC employed approximately 464 PW-Seasonal(s), consisting of 7 Park Maintenance Worker (PMW) 2 Seasonal(s), 255 PW3-Seasonal(s), 79 PW2-Seasonal(s) and 130 PW1-Seasonal(s). PMW2-Seasonals' responsibilities include operating vehicles and park equipment, preparing baseball fields, and monitoring cash reports and time sheets. PW1, 2, and 3 Seasonals' are responsible for cleaning facilities, performing grounds maintenance, and collecting and disposing garbage using service vehicles among other things. Each position has one (1) pay step. It should be noted that for seasonal positions the number of available slots for each classification is dependent upon the number of FTE hours available, not the number of FTE positions. Therefore, the 464 PW-Seasonal(s) employed in 2011 were based upon the then current 195.39 various FTE seasonal positions.

DPRC is now requesting the abolishment of those positions and the creation of a PW-5 Seasonal with the authority to underfill with PW1, 2, 3 and 4 Seasonal classifications – like the Zoo. By taking this action, DPRC will be able to expand the duties and responsibilities of its PW-Seasonals. For example, PW4 and 5 Seasonal(s) will be able to collect fees, operate and maintain small power equipment, and train, mentor, and instruct other seasonal staff – tasks not currently performed by PW1, 2 or 3 Seasonal(s). Not only would these new duties provide improved staffing flexibility for managers, but it would create a career ladder for DPRC’s seasonal workers. DPRC is also requesting that it be authorized to create three (3) pay steps for each PW-Seasonal classification, as shown in Table A below. New PW-Seasonals would begin at pay Step 1. Returning PW-Seasonals would begin at Step 2. In addition, PW-Seasonals would be eligible for a performance-based increase to the next step after 500 hours of service.

Any savings will first be evaluated by DPRC and used to balance the budget. It is projected that additional seasonal hours will be realized due to the flexibility created by this pay structure and therefore the ability of the DPRC to hire new staff at a lower pay rate and have returning staff eligible for a pay rate increase to start at a lower rate than allowed by the current structure.

The performance-based increases will also assist the department in employee recognition and retention efforts.

Table A

Current			
	Park Worker I	Park Worker II	Park Worker III
Pay Step	\$7.25	→ \$8.93	→ \$10.71

Proposed					
	Park Worker I	Park Worker II	Park Worker III	Park Worker IV	Park Worker V
Pay Step 1	\$7.25	↗ \$8.00	↗ \$9.75	↗ \$16.75	↗ \$18.22
Pay Step 2	\$7.50	↘ \$8.50	↘ \$10.25	↘ \$17.26	↘ \$18.78
Pay Step 3	\$7.75	↘ \$8.93	↘ \$10.71	↘ \$17.75	↘ \$19.23

RECOMMENDATION

The Parks Director respectfully requests the ability to create a Park Worker 5 Seasonal with the ability to underfill that position with Park Worker 1 – 4 Seasonals and to create incremental steps within each Park Worker classification. DPRC projects that the efficiencies created would provide for additional seasonal work hours.

Prepared by: Lori Brown, Human Resources Coordinator, DPRC

Recommended by:

Approved by:

 Laura Schloesser, Chief of Administration
 and External Affairs

 Sue Black, Parks Director

Cc: County Executive Chris Abele
 Amber Moreen, Chief of Staff, County Executive’s Office

Kelly Bablitch, Chief of Staff, County Board
Supv. Dave Cullen, Chair, Personnel Committee; Vice-Chair, Finance and Audit
Committee
Supv. Willie Johnson, Jr., Vice-Chair, Personnel Committee; Chair, Finance and Audit
Committee
Steve Cady, Fiscal and Budget Analyst, County Board
Jodi Mapp, Personnel Committee Clerk
Carol Mueller, Finance and Audit Committee Clerk
Vince Masterson, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: May 4, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request to Abolish 195.39 Various FTE Positions and Create 134.16 FTE Park Worker 5 Seasonal(s) with the Authority to Underfill the new Position with Park Worker 1, 2, 3, and 4 Seasonal(s); and create three (3) pay steps for each Park Worker Seasonal classification.

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" 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 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	\$0	\$0
	Revenue		
	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. Create 134.16 FTE Park Worker 5 Seasonal with the authority to underfill the position with Park Worker 1, 2, 3, and 4 Seasonal(s). And create three (3) pay steps for each Park Worker Seasonal classification. Abolish the 195.39 various FTE positions that comprise the current seasonal position structure.
 - B. New Park Worker Seasonal (s) would begin at pay Step 1. Returning PW-Seasonal(s) would begin at Step 2. PW-Seasonal(s) would be eligible for a performance-based increase after 500 hours of service. A turnover rate of 1/3 is assumed. Based on these assumptions it is estimated DPRC's proposal would provide additional seasonal work hours.
 - B. There is no fiscal impact associated with this change.
 - D. The analysis assumes this is for the entire year or 2080 hours.

Department/Prepared By Sheree Marlow/Budget Manager/DPRC

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-
INTEROFFICE COMMUNICATION

DATE : April 26, 2012

TO : Supervisor Marina Dimitrijevic, Chairwoman, Board of Supervisors
Supervisor Willie Johnson, Chairman, Finance & Audit Committee
Supervisor David Cullen, Chairman, Personnel Committee

FROM : *OK* Craig Kammholz, Fiscal & Budget Administrator, DAS-Fiscal

SUBJECT : Request to abolish 1.0 FTE Marketing Coordinator (Title Code 00041420, Pay range 33M) upon the creation and filling of 1.0 FTE Assistant Director- Family Care (Pay range 901E) within the Department of Family Care.

REQUEST

The Department of Family Care is requesting to abolish 1.0 FTE Marketing Coordinator (Title Code 00041420, Pay range 33M) upon the creation and filling of 1.0 FTE Assistant Director- Family Care (Pay range 901E), effective May 24, 2012.

BACKGROUND/ANALYSIS

In 2010, the Department of Family Care (DFC) separated from the Milwaukee County Department on Aging (MCDA) per the County's contract with the state Department of Health Services (DHS). The contract required that the managed care organizations (MCO) be separate from the Resource centers whose responsibility is to inform clients of their long-term care options and assists them in selecting the MCO that best meets their needs.

As part of the separation, staffing was split between the DFC and MCDA based on the function of their positions. The staff performing functions for MCDA remained with that department and staff that performed functions for DFC were transferred to the newly created department.

In 2012, DFC began providing the Family Care benefit in Racine and Kenosha County. With the continued growth of the department and the competition for market share with Community Care Inc., who also provides the Family Care benefit in Milwaukee County, the needs of the department have changed. Currently, the department has 1.0 FTE Marketing Coordinator who is responsible for all the marketing for DFC. As part of the department's position request, this position will be abolished upon the creation and filling of 1.0 FTE Assistant Director- Family Care. The current duties of the Marketing Coordinator will be assumed by the Assistant Director who will also be assigned additional duties.

The Assistant Director- Family Care position would primarily be responsible for representing DFC in the Director's place in any case of absence and to develop and manage marketing and communications plans and programs for the MCO; coordinate development and manage production of multi-lingual and culturally competent materials, develop and coordinate various training for DFC staff and volunteer guardians; direct and coordinate resource development for revenue and sponsorships including grants and community partnerships; supervise member liaisons and paralegals; coordinate all media relations for department; present department info at conferences, seminars, and listening sessions; serve as department liaison to department communications committee; and serve as lead staff for Governing Board.

RECOMMENDATION

To meet the needs of the department as it continues to expand the Family Care Benefit and compete for market share, the Department of Administrative Services, Fiscal Affairs recommends that the request to abolish 1.0 FTE Marketing Coordinator upon the creation and filling of 1.0 Assistant Director- Family Care position, effective May 24, 2012, be approved.

FISCAL NOTE

Approval of the request to abolish 1.0 FTE Marketing Coordinator upon the creation and filling of 1.0 FTE Assistant Director- Family Care position, effective May 24, 2012, will result in no fiscal impact to the County as the increased cost of \$5,259 will be absorbed within the department's budget and offset with capitation revenue.

Prepared by:
Antionette Thomas-Bailey
278-4250


Craig Kammholz
Fiscal and Budget Administrator

pc: Chris Abele, County Executive
Kerry Mitchell, Interim-Director of Human Resources
Amber Moreen, Chief of Staff, County Executive's Office
Terrence Cooley, Chief of Staff, County Board
Jennifer Collins, County Board Fiscal and Budget Analyst
Maria Ledger, Director, Department of Family Care

1 From the Committee on, Reporting on:
2
3

File No.

4
5 (ITEM NO.) A resolution requesting to abolish 1.0 FTE Marketing Coordinator (Title
6 Code 00041420, Pay range 33M) upon the creation and filling of 1.0 FTE Assistant
7 Director- Family Care (Pay range 901E), effective May 24, 2012:
8

9 **A RESOLUTION**

10
11 WHEREAS, the Department of Family Care (DFC) separated from the Milwaukee
12 County Department on Aging (MCDA) in 2010 per the County's contract with the state
13 Department of Health Services (DHS); and
14

15 WHEREAS as part of the separation, staff was split between the DFC and MCDA
16 based on the function of their positions. The staff performing functions for MCDA
17 remained with that department and staff that performed functions for DFC were
18 transferred to the newly created department; and
19

20 WHEREAS in 2012, DFC began providing the Family Care benefit in Racine and
21 Kenosha County and the department continues to compete for market share with
22 Community Care Inc., who also provides the Family Care benefit in Milwaukee County,
23 resulting in the change of needs within the department; and
24

25 WHEREAS, the Department of Family Care requests Request to abolish 1.0 FTE
26 Marketing Coordinator (Title Code 00041420, Pay range 33M) upon the creation and
27 filling of 1.0 FTE Assistant Director- Family Care (Pay range 901E) within the
28 Department of Family Care; and
29

30 WHEREAS, the primary responsibility of Assistant Director- Family Care position would
31 be to represent DFC in the Director's place in any case of absence; develop and
32 manage marketing and communications plans and programs for the MCO; coordinate
33 development and manage production of multi-lingual and culturally competent materials,
34 develop and coordinate various training for DFC staff and volunteer guardians ; direct
35 and coordinate resource development for revenue and sponsorships including grants
36 and community partnerships; supervise member liaisons and paralegals; coordinate all
37 media relations for department; present department info at conferences, seminars, and
38 listening sessions; serve as department liaison to department communications
39 committee; and serve as lead staff for Governing Board; and
40

41 WHEREAS, the requested position actions are necessary to meet the changing
42 needs of the department as they continue to expand their services and compete for
43 market share; and
44

45 WHEREAS, the Department of Administrative Services, Fiscal Affairs
46 recommends that the following request effective May 24, 2012, be approved: abolish

47 1.0 FTE Marketing Coordinator (Title Code 00041420, Pay range 33M) upon the
48 creation and filling of 1.0 FTE Assistant Director- Family Care (Pay range 901E); and
49

50 BE IT RESOLVED, that the following position actions are approved, for the
51 Department of Health and Human Services effective February 2, 2012
52

<u>Action</u>	<u>Title</u>	<u>No. of Positions</u>	<u>Pay Range</u>
54 Abolish*	Marketing Coordinator	1	33M
55 Create	Assistant Director- Family Care	1	901E

56
57 * Position to be abolished upon the creation and filling of 1.0 FTE Assistant Director- Family
58 Care

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 4/26/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request to abolish 1.0 FTE Marketing Coordinator (Title Code 00041420, Pay range 33M) upon the creation and filling of 1.0 FTE Assistant Director- Family Care (Pay range 901E)

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" 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	0	0
	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.
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- 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 the request would abolish 1.0 FTE Marketing Coordinator upon the creation and filling of 1.0 FTE Assistant Director- Family Care.

B. The estimated fiscal effect for 2012 related to the creation of 1.0 FTE Assistant Director- Family Care including salary, and active fringe benefits is \$53,878 which is partially offset by the abolishment of 1.0 FTE Marketing Coordinator for cost including salary and active fringe benefits of \$48,618, resulting in increased expenditures of \$5,259. However, this increase will be absorbed within the departments current budget and is offset with capitation revenue, resulting in a levy impact of \$0.

C. There is no budgetary impact associated with this request as the increase in expenditures will be absorbed within the departments budget and covered with capitation revenue.

D. The 2012 cost mentioned above will be achieved assuming a start date of June 4, 2012 through Decemeber 31 at an hourly rate of \$37.24 for the Assistant Director- Family Care. In addition, the fringe amounts used to calculate the position costs are as follows: \$14,014- Active Health, 14.75% Active Pension, and 7.65% Social Security.

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 Antionette Thomas-Bailey, DAS- Fiscal

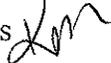
Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE: April 25, 2012

TO: Committee on Personnel

FROM: Kerry Mitchell, ExDir3-Director of Human Resources 

SUBJECT: **Creation Recommended by Finance Committee**

A review of the duties to be assigned to the new position requested by the Department of Family Care has resulted in the following recommendation:

Org. Unit	Title Code	No. of Positions	Recommended Title	Pay Range	Min/Max of Pay Range
7990	TBD	1	Assistant Director Family Care	901E	\$60,756 – 88,940

County of Milwaukee County Inter-Office Communication

Date: March 30, 2012

To: Supervisor Lee Holloway, Chairman, Board of Supervisors,
Chairman, Finance Committee
Supervisor Joe Sanfilippo, Chairman, Personnel Committee

From: Maria Ledger, Director, Department of Family Care

Subject: **Request to Abolish 1.0 FTE Marketing Coordinator upon creation
and filling of 1.0 FTE Assistant Director, Family Care**

Request

The Department of Family Care is requesting the following position action:

The abolishment of 1.0 FTE Marketing Coordinator upon creation and filling of 1.0 FTE Assistant Director, Family Care.

Background

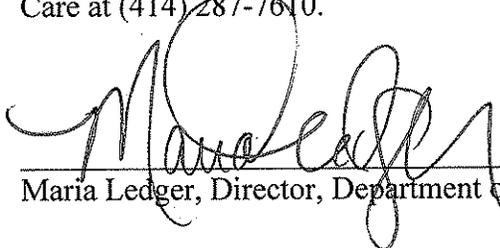
The Department of Family Care separated from the Department on Aging in July 2010. Upon the separation of the two departments, the positions of the Department on Aging were divided into the two departments based upon the function of each position. Those positions performing functions for the Department on Aging remained with that Department. Those positions performing Family Care duties were transferred to the newly created department.

The Administrative arm of the newly created department currently consists of the Department Director along with four contracted staff including the positions of: Chief Information Officer, Chief Financial Officer, Chief Operating Officer and Chief Clinical Officer. This request will create an Executive level position in the County Service with the functional authority to represent the Department and serve in the Director's stead as necessary. In addition the position will have overall responsibility for the development and implementation of the marketing and communications plans and programs for the Managed Care Organization.

Fiscal Impact

This action will have no impact on the tax levy to Milwaukee County. The increase in salary (\$5,313 in 2012) for the Assistant Director position from the Marketing Coordinator position will be paid for through the capitation rates received from the State on behalf of our Family Care members.

If you have any questions, please contact Maria Ledger, Director, Department of Family Care at (414) 287-7610.



Maria Ledger, Director, Department of Family Care

- C: County Executive Chris Able
- Craig Kammholz, Interim Fiscal and Budget Administrator
- Kerry Mitchell, Director of Human Resources
- Jodi Mapp, Committee Clerk
- Antionette Thomas Bailey, Fiscal and Budget Analyst
- Departmental File

**INTEROFFICE COMMUNICATION
COUNTY OF MILWAUKEE**

DATE: May 2, 2012

TO: Mark Borkowski, Chairman
Committee on Judiciary, Safety and General Services

FROM: Mark A. Grady, Deputy Corporation Counsel

SUBJECT: Status update on pending litigation

The following is a list of pending cases which I or outside counsel are prepared to discuss at the May meeting, at the Committee's discretion:

1. *DC48 v. Milwaukee County* (Rule of 75)
Case No. 11-CV-16826
2. *MDSA v. Milwaukee County* (Lay-offs)
Case No. 11-CV-18156
MDSA v. Milwaukee County (overturn arbitration award on layoffs)
Case No. 12-CV-1984
3. *Hussey v. Milwaukee County* (Retiree health)
Case No. 11-CV-18855
MDSA Notice of Claim (MDSA and retiree health)
MDSA grievance (MDSA and retiree health)
AFSCME Notice of Claim (retiree health)
4. *Stoker v. Milwaukee County* (1.6 multiplier)
Case No. 11-CV-16550
5. *FNHP and AMCA v. Milwaukee County* (Medicare Part B)
Case No. 12-CV-1528
6. *Milwaukee County v. WERC and AFSCME* (2010 furlough days and bargaining)
Case No. 11-CV-12137
7. *MDSA v. Clarke & Milwaukee County* (G4S contract for bailiffs)
Case No. 12-CV-3410
MDSA WERC Prohibited Practice Complaint (G4S contract)

Memo to Mark Borkowski, Chairman

5/2/2012

Page 2 of 2

8. *McKenzie & Goodlette v. Milwaukee County* (captains layoffs)
Case No. 12-CV-0079
Rewolinski v Milwaukee County (captain layoff)
Case No. 12-CV-0645
Clarke v. Civil Service Commission (captains promotions and layoffs)
Case No. 12-CV-3366
9. *DC48 v. Milwaukee County* (seniority in vacation selection under Sheriff)
Case No. 12-CV-3944
10. *Wosinski et al. v. Advance Cast Stone et al.* (O'Donnell Park)
Case No. 11-CV-1003 (consolidated actions)