



Department of Employee Relations

Tom Barrett
Mayor

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June 1, 2016

To the Honorable
Finance and Personnel Committee
Milwaukee Common Council
City of Milwaukee

Dear Committee Members,

The Common Council passed Resolution #151538 on March 1, 2016 directing the Department of Employee Relations (DER) to create the infrastructure for alternative staffing and scheduling models for City departments to consider and implement when appropriate for their business operations. The resolution further required the DER to report the resulting policy and guidelines to the Common Council within 120 days.

Pursuant to the above, Common Council File #160170 is a communication from the DER relative to alternative work arrangements (AWAs) for City employees. This file recommends amending Chapter 350-209 of the Milwaukee Code of Ordinances by adding a new subsection pursuant to the attached substitute. The proposed ordinance language allows employees to request and department heads to consider alternative work arrangements, subject to the administrative guidelines and procedures established by the DER. AWAs may include alternative work schedules, flexible schedules, job sharing, part-time employment and tele-commuting. This initiative supports an organizational culture that better enables employees to balance their work responsibilities with their personal needs and obligations.

The DER has drafted the attached policy on AWAs, which is being shared with Committee members to provide a sense of the level of detail and scope of such arrangements. The DER is including this draft for reference only. Pending Common Council approval of the proposed amended ordinance language, DER will share the draft policy with department heads and employee representatives to solicit their feedback, prior to implementation. DER staff will report back to the Finance Committee with updates regarding the implementation and effectiveness of the resulting AWAs, as deemed appropriate by the Committee members.

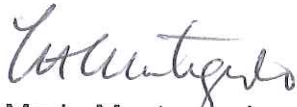
Work/life balance is a critical issue that challenges employees and employers alike. Labor market and research data indicate that today's workforce has different values and expectations and that work/life balance is a top differentiator across industries and a key



component of employee satisfaction and loyalty. Accordingly, it is the intent of the DER that the proposed ordinance language and resulting AWA policy will be a part of a comprehensive work/life balance initiative that includes wellness, integration of employment policies and benefits and the City's overall healthcare, wellness, and safety. Accordingly, the DER will form a citywide committee that will assess current work/life balance initiatives and benefits and obtain feedback from employees regarding potential programs and improvements to the current related policies and benefits.

Please contact me with any questions you may have regarding the proposed ordinance language changes or the draft AWA policy.

Sincerely,



Maria Monteagudo
Employee Relations Director

Attachment: Draft Policy—Alternative Work Arrangements