

Cavalier Johnson

Harper Donahue, IV

Renee Joos Employee Benefits Director

Nicole M. Fleck Labor Negotiator

Department of Employee Relations

December 1, 2023

The Honorable
Finance and Personnel Committee
Common Council
City of Milwaukee

Common Council File No. 231156 – Communication from the Department of Employee Relations relating to classification studies scheduled for the December 7, 2023 Fire and Police Commission meeting.

Dear Committee Members:

The following classifications and pay recommendations are scheduled for the Fire and Police Commission meeting on December 7, 2023.

Department of Emergency Communications

Current	Recommended
Emergency Communications Director	Emergency Communications Director
PR 1NX (\$108,037 - \$151,255)	PR 1OX (\$115,161 - \$161,221)
(One Position)	FN: Recruitment is at \$138,193
	(One Position)
Emergency Communications Deputy Director	Emergency Communications Deputy Director
PR 1LX \$95,097 - \$133,131)	PR 1MX (\$101,356 - \$141,906)
(One Position)	FN: Recruitment is at \$125,629
	(One Position)

Note: Residents receive a rate that is 3% higher.

Respectfully Submitted,

Harper Donahue, IV

Employee Relations Director

Attachments: Job Evaluation Reports

Fiscal Impact Statement



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Department of Employee Relations

Job Evaluation Report

Fire and Police Commission Meeting: <u>December 7, 2023</u>

Department of Emergency Communications

separtment of Emergency Communications						
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(One Position)	FN: Recruitment is at \$138,193					
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(One Position)	FN: Recruitment is at \$125,629					
	(One Position)					

Note: Residents receive a rate that is 3% higher.

Since January 2019, the Fire & Police Commission, Police Department (MPD), Fire Department (MFD), Department of Administration, and the Department of Employee Relations have collaborated on performance of the 9-1-1/Emergency Communications Center (ECC), MPD, and MFD operations. The initiative is an enterprise-wide program focused on eliminating unnecessary duplication of systems, workflows and business processes, and costs. The most important aspect of the initiative is combining the MPD and MFD Emergency Communications Centers into a single Department of Emergency Communications.

The 2022 budget created the new Department of Emergency Communications (DEC). The Public Safety Enhancement Program continues to complete implementation of this new department. An Executive Steering Team comprised of leadership from the Police Department, Fire Department, Fire & Police Commission, Department of Administration, and the Department of Employee Relations has provided program direction and is responsible for all relevant PSEP decisions. The Executive Steering Team has also developed and implemented a charter regarding strategic objectives, roles and responsibilities, decision making authority and conflict resolution, and program management.

This department will be led by the Emergency Communications Director and an Emergency Communications Deputy Director. Currently the new department is led by a contracted interim Emergency Communications Director who is working with the executive steering team to establish the new department.

This past month the Fire and Police Commission began the recruitment process to hire a permanent Emergency Communications Director. To assist the Fire and Police Commission in recruiting a larger group of qualified candidates for this position, this report recommends increasing the pay rates for these positions.

Action Required – Effective Pay Period 26, 2023 (December 10, 2023) *Please see submitted addendum to CCFN for Salary and Position Ordinance changes.

Prepared by: Andrea Knickerbocker

Andrea Knickerbocker, Human Resources Manager

Reviewed by:

Harper Donahue, Employee Relations Director



City of Milwaukee Fiscal Impact Statement

	Date	12/1/2023	File Number	231156		Original	Substitute				
Α	Subject	Communication from the Department of Employee Relations regarding the costs of classification reports to be heard at the Fire and Police Commission on December 7th, 2023.									
В	Submitted	By (Name/Title/Dept./Ext.)	Sarah Wangerir	n/ Human Resourc	es Representativ	ve / Employ	ee Relations				
С	This File Increases or decreases previously authorized expenditures. Suspends expenditure authority. Increases or decreases city services. Authorizes a department to administer a program affecting the city's fiscal liability. Increases or decreases revenue. Requests an amendment to the salary or positions ordinance. Authorizes borrowing and related debt service. Authorizes contingent borrowing (authority only). Authorizes the expenditure of funds not authorized in adopted City Budget.										
D	Charge To	Department Account Capital Projects Fun Debt Service Other (Specify)			Contingent Fu Special Purpos Grant & Aid Ad	se Accoun	ts				

	Purpose	Specify Type/Use	Expenditure	Revenue
	Salaries/Wages		\$0.00	\$0.00
			\$0.00	\$0.00
	Supplies/Materials		\$0.00	\$0.00
			\$0.00	\$0.00
Е	Equipment		\$0.00	\$0.00
_			\$0.00	\$0.00
	Services		\$0.00	\$0.00
			\$0.00	\$0.00
	Other		\$0.00	\$0.00
			\$0.00	\$0.00
	TOTALS		\$ 0.00	\$ 0.00

F	Assumptions used in arriving at fiscal estimate.	The total cost for 2023 is \$2,661 and the total cost for 2024 is \$69,184. Please see attached spreadsheet for details. Cost breakdown is in attached spreadsheet.
G	For expenditures and revenues which will occur below and then list each item and dollar amount 1-3 Years 3-5 Years 1-3 Years 3-5 Years 1-3 Years 3-5 Years	on an annual basis over several years check the appropriate box separately.
Н	List any costs not included in Sections D and E a	above.
T	Additional information.	

This Note

■ Was requested by committee chair.

Fire and Police Commission Meeting of December 7, 2023 Finance and Personnel Committee Meeting of December 6, 2023

NEW COSTS FOR 2023

							CURRENT	NEW				
	Pos.	Dept	From	PR	То	PR	Annual	Annual	EffPP	Costs	Rollup	Rollup+ Sal
Vacant	1	DEC	Emergency Communications Director	1NX	Emergency Communications Director	10X	\$108,037	\$138,193	26	\$1,160	\$162	\$1,322
Vacant	1	DEC	Emergency Communications Deputy Director	1LX	Emergency Communications Deputy Director	1MX	\$95,097	\$125,629	26	\$1,174	\$164	\$1,339
	2									\$2,334	\$327	\$2,661

Assume effective date is Pay Period 26, 2023 (December 10th, 2023) unless otherwise indicated. Note: Totals may not be to the exact dollar due to rounding.

NEW COSTS FOR FULL YEAR

Pos.	Dept	From	PR	То	PR	Annual	Annual	EffPP	Costs	Rollup	Rollup+ Sal
1	DEC	Emergency Communications Director	1NX	Emergency Communications Director	10X	\$108,037	\$138,193	1	\$30,156	\$4,222	\$34,378
1	DEC	Emergency Communications Deputy Director	1LX	Emergency Communications Deputy Director	1MX	\$95,097	\$125,629	1	\$30,532	\$4,274	\$34,806
2									\$60,688	\$8,496	\$69,184

Note: Totals may not be to the exact dollar due to rounding.

Sarah Wangerin December 1st, 2023