

Ref: CC File No. 070923
07028

**ACTION TAKEN ON VACANCY REQUESTS
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: December 5, 2007
TIME: 9:00 A.M.
PLACE: Committee Room 301-B
SCHEDULE A: Vacancy Requests
SCHEDULE B: Fund Transfers

Vacancies listed were approved by Finance & Personnel unless otherwise indicated.

I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>				
<u>ASSESSOR</u>				
7758-59	Office Assistant III (2 positions)	425	12/1/07 12/1/07	
<u>DEPT. OF EMPLOYEE RELATIONS</u>				
7779-95	Auxiliary Resource Prog. (17 pos.)	NA	NA	
7796	Benefits Service Specialist II	540	10/24/07	
<u>DEPT. OF CITY DEVELOPMENT</u>				
7760	Budget & Mgmt. Reporting Mgr.	11	NA	
<u>HEALTH DEPARTMENT</u>				
7761	Office Assistant IV	445	9/11/07	
7762	Inventory Control Assistant II	335	1/8/08	
<u>MUNICIPAL COURT</u>				
7764	Court Services Assistant III	425	11/14/07	
7765	Court Services Assistant II	410		
<u>NEIGHBORHOOD SERVICES</u>				
7766	Bldg. Codes Enforcement Supv.	7	10/6/07	
7767	Plumbing Inspector II	788	10/4/07	
7768	Special Enforcement Inspector	579	5/25/07	
7769	Nuisance Control Officer II	516	9/28/07	
<u>POLICE DEPARTMENT</u>				
7770	Police Alarm Operator	804	NA	
7771	Computer Operator II	505	3/23/07	
7772-73	Police Telecommunicator (2 pos.)	425	9/2/07 NA	
<u>DPW-INFRASTRUCTURE SERVICES</u>				
7686	Electrical Mechanic	978	7/25/07	
7687	Electrical Mechanic	978	12/2/07	
<u>DPW-OPERATIONS DIVISION</u>				
7774-75	Vehicle Serv. Tech.-Heavy (2 pos.)	260	4/10/07	
7612	Operations and Maint. Mgr.	10	9/27/07	
7663	Communication Assistant IV	455	6/10/06	
7665-66	Heavy Equip. Lubricator (2 pos.)	238	7/14/07 9/20/07	
7672	Garage Custodian	240	11/18/06	

BMA-29 SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: December 5, 2007

Vacancies listed were approved by Finance & Personnel unless otherwise indicated.

I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
7776	<u>HEALTH DEPARTMENT</u> Office Assistant II	410	11/17/07	
7777	<u>PORT OF MILWAUKEE</u> Trade Development Rep. Sr.	7	3/27/06	
7778	<u>DPW-WATER WORKS</u> Water Security Manager	7	NA	

Finance and Personnel Meeting: December 5, 2007

Department Account Name	Amount of Transfer		Reason
	From	To	
DEPT. OF EMPLOYEE RELATIONS Health Care Dental Exp. Health Care Admin. Exp.	\$150,000.00	\$150,000.00	To cover additional administration costs caused by a shift in health care plan enrollment from HMOs to the basic plan.
DEPT. OF EMPLOYEE RELATIONS Health Maint. Org. Basic Plan Claims	\$970,000.00	\$970,000.00	To reflect membership changes in plans that were not included at the time of budget development.
DEPT. OF EMPLOYEE RELATIONS Worker's Comp Req. Employer Compl. Health Maint. Org. Worker's Compensation	\$27,000.00 \$773,000.00	\$800,000.00	Funding will be used to cover an anticipated shortfall in the worker's compensation claims account and facilitate end of year payments before all reimbursements are recorded. The current worker's compensation system will be unavailable for 3 weeks starting December 21 while the new system is launched. Extra funds are needed to make payments for those three weeks when the system is shut down.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous matters