



**Department of Employee Relations**

**Cavalier Johnson**  
Mayor

**Harper Donahue, IV**  
Director

**Renee Joos**  
Employee Benefits Director

**Nicole M. Fleck**  
Labor Negotiator

REVISED 9/12/23

September 12, 2023

The Honorable  
Finance and Personnel Committee  
Common Council  
City of Milwaukee

*Common Council File No 230697 – Communication from the Department of Employee Relations amending the Salary Ordinance to add language allowing flexibility in the ordinance concerning administrative errors and implementations.*

Dear Committee Members:

This communication requests the following additional language to be added to the 2023 Salary Ordinance so as to provide flexibility when implementing reports and when administrative errors are discovered and reported.

Under Part VI – Salary Ordinance Changes Following Extended Implementations:

- A. Whenever a Job Evaluation Report submitted by DER Compensation inadvertently produces an error or inconsistency in relation to the salary ordinance, such errors or inconsistencies shall be investigated by DER. No incumbent shall incur a reduction of pay as a result of such errors. Administrative corrections will be submitted to the Finance and Personnel Committee for approval with an effective date retroactive to the date of error.

This provision allows flexibility in the implementation of large and complex job studies. If there is an inconsistency between the salary ordinance and a Job Evaluation Report, the language of the report shall take precedence. Administrative corrections shall be submitted to the Finance and Personnel Committee for approval with the same effective date of the report.

**Action Required – Effective Pay Period 20, 2023 (September 17, 2023)**

*In the Salary Ordinance:*

Under Part VI – Salary Ordinance Changes Following Extended Implementations:

- A. Whenever a Job Evaluation Report submitted by DER Compensation inadvertently produces an error or inconsistency in relation to the salary ordinance, such errors or inconsistencies shall be investigated by DER. No incumbent shall incur a reduction of pay as a result of such errors. Administrative corrections will be submitted to the Finance and Personnel Committee for approval with an effective date retroactive to the date of error.

This provision allows flexibility in the implementation of large and complex job studies. If there is an inconsistency between the salary ordinance and a Job Evaluation Report, the language of

the report shall take precedence. Administrative corrections shall be submitted to the Finance and Personnel Committee for approval with the same effective date of the report.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Harper Donahue, IV". The signature is stylized with a large "H" and "D" and a cursive "arper" in between.

Harper Donahue, IV  
Employee Relations Director