



Department of Employee Relations

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

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Labor Negotiator

January 3, 2018

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

*Re: Common Council File # 171451: Communication from the Department of Employee Relations amending the Salary Ordinance relative to adding recruitment flexibility to the position of Safety and Risk Manager.*

Dear Committee Members,

Following the tragic death of an inspector in the Department of Neighborhood Services last year, an assessment of safety policies and practices pertaining to field employees was conducted and a number of changes were implemented to enhance employee safety. Throughout this process, it became clear that safety, guidance, and expertise were needed to address all safety issues and priorities identified by employees and their supervisors. Departments requesting guidance and direction in this area included those lacking safety officers, specifically the Department of City Development, Assessor's Office, Milwaukee Public Library, Milwaukee Health Department, and the Department of Neighborhood Services.

In order to properly address these concerns, upon the request of Employee Relations, the City Service Commission approved the reclassification of a vacant Labor Relations Officer in the Department of Employee Relations, Pay Range 2JX (\$62,338 - \$87,270) to Risk Management and Safety Officer in the same pay range. This reclassification/title change was implemented by the Common Council on July 31, 2017 (Common Council File Number: 170535).

This position will design, implement, and administer an overall safety strategy in general city departments, with an emphasis upon preventing injuries and minimizing risk, thus driving results. This Officer will also collaborate with the Milwaukee Police Department, ensure that City departments are in compliance with federal and state safety requirements, and assist in the development of strategies to manage workers' compensation risks. The minimum requirements for the job are a bachelor's degree in occupational health, safety, human resources or a closely related area and four years of job-related work experience assessing safety and performing risk management functions in a complex organization.

After recruiting for this position and establishing a list of eligible candidates, we have finished interviewing the top candidates. As may be expected, these candidates possess work experience and credentials that far exceed the minimum requirements of the job. Section 3 B of the 2018 Salary Ordinance provides that a candidate for a job designated as a professional or administrative in the Ordinance may be hired at a rate up to 60% of the range, which in this case is \$77,297 annually. The individuals who are the most qualified for the position are unfortunately already compensated at a rate that exceeds 60% of the range, making it almost impossible to hire one of these individuals.

It is critical that a well-qualified individual be hired for this position to carry out our risk management/employee safety goals and objectives. We are therefore requesting that the Salary

Ordinance be amended to permit hiring a Risk Management and Safety Officer at any point in Pay Range 2JX. The Salary Ordinance language needed to implement this request is listed below.

**Action Required**

In the Salary Ordinance

Under Pay Range 2JX:

Add the footnote (4) following the title of Risk Management and Safety Officer to read:

(4) Recruitment to be at any rate within the range with the approval of the Chair of the Finance and Personnel Committee and Employee Relations Director.

Respectfully submitted,



Maria Monteagudo  
Employee Relations Director