



Department of Employee Relations

John O. Norquist
Mayor

Florence Dukes
Director

Frank Forbes
Labor Negotiator

Michael Brady
Employee Benefits Director

MEMORANDUM

TO: Kathleen Marquardt, Lead Staff Assistant
Office of the City Clerk

FROM: Andrea Knickerbocker, Human Resources Manager
Department of Employee Relations

DATE: September 10, 2003

RE: Administrative Positions Ordinance change

In the Salary Ordinance, under Pay Range 856, a footnote pertaining to the titles "Paramedic Field Lieutenant" and "Fire Paramedic Field Lieutenant" reads as follows: "4/ Positions to be reclassified to Fire Lieutenant upon becoming vacant." This footnote was created in a job evaluation report approved by the Fire and Police Commission on April 24, 2003; passed by the Finance Committee on May 7, 2003 (File #021610) and by the Common Council on May 13, 2003 (File #021593 & #021594). Five vacant positions were initially reclassified to Fire Lieutenant with the understanding that as future vacancies occur, the necessary Positions Ordinance changes will be handled administratively. One administrative change was subsequently approved by the Common Council on June 24, 2003.

The attached letters from the Fire and Police Commission and the Fire Department request that one additional vacant position of Fire Paramedic Field Lieutenant be reclassified to Fire Lieutenant. Since the procedure for reclassifying vacant positions of Paramedic Field Lieutenant/Fire Paramedic Field Lieutenant to Fire Lieutenant was recommended by the Department of Employee Relations, approved by the Fire and Police Commission and authorized in the Salary Ordinance by Common Council action, we are requesting that the Positions Ordinance amendment necessary to implement the requested classification change for this recent vacancy be made administratively as follows:

Under "Fire Department, Firefighting Division Decision Unit", add one position of "Fire Lieutenant" and under "Paramedic Service" delete one position of "Paramedic Field Lieutenant (C) (I)/Fire Paramedic Field Lieutenant (C) (I)."

Attachments: Letters dated 9/9/03 and 8/25/03

c: David Heard
Chief William Wentlandt
Mary McDougall



Fire and Police Commission

September 9, 2003

Woody Welch
Chairman

Carla Y. Cross
Vice-Chairman

Eric Mandel Johnson
Leonard J. Sobczak
Ernesto A. Baca
Commissioners

David L. Heard
Executive Director

Cassandra K. Scherer
Examinations Supervisor

Steven Fronk
Hearing Examiner

Florence Dukes, Director
Department of Employee Relations
City Hall - Room 706
200 E. Wells St.
Milwaukee, WI 53202

Dear Ms. Dukes:

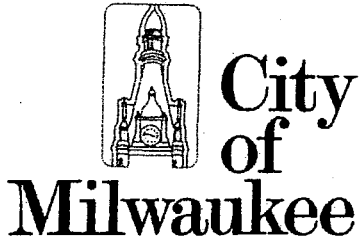
I am writing to advise you that one position of Fire Paramedic Field Lieutenant has become vacant due to a duty disability. I am therefore requesting that the Positions Ordinance of the City be amended to reduce the authorized strength of the Paramedic Field Lieutenant/Fire Paramedic Field Lieutenant position by one and increase the authorized strength level of the position of Fire Lieutenant by one.

Sincerely,

David L. Heard
Executive Director

DLH:rk

Att.



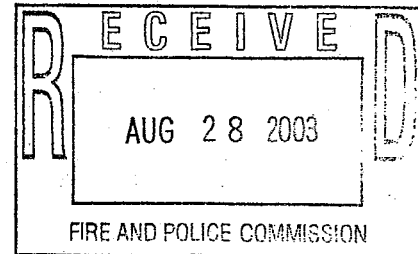
Fire Department

William Wentlandt
Chief

Mark A. Sain
Assistant Chief

August 25, 2003

To the Honorable
The Board of Fire and Police Commissioners
City Hall, Room 706
200 East Wells Street
Milwaukee, Wisconsin 53202



Dear Commissioners:

Pursuant to City of Milwaukee Ordinance Numbers 021593 and 021594 (copies attached) pertaining to the eventual reclassification of all positions of Paramedic Field Lieutenant/Fire Paramedic Field Lieutenant to Fire Lieutenant, I wish to notify you that one position is now vacant. Fire Paramedic Field Lieutenant Alger Sinclair has been approved for Duty Disability, which became effective August 22, 2003.

I respectfully request that one position of Fire Paramedic Field Lieutenant be reclassified to Fire Lieutenant.

Respectfully,

WILLIAM WENTLANDT
Chief

WW:mem
Enclosure
FPC\lieut reclass\request to change position ordinance sinclair

City of Milwaukee

Office of the City Clerk

200 E. Wells Street
Milwaukee, Wisconsin 53202
Certified Copy of Ordinance

FILE NO: 021593

Substitute ordinance to further amend the 2003 rates of pay of offices and positions in the City Service under control of the Common Council.

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 20 of ordinance File Number 020486 relative to rates of pay of offices and positions in the City Service is hereby amended as follows:

Under Pay Range 856, add footnote designation "4/" following the titles "Paramedic Field Lieutenant" and "Fire Paramedic Field Lieutenant" and add the following footnote: "4/ Positions to be reclassified to Fire Lieutenant upon becoming vacant."

Part 2. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

Part 3. The provisions of this ordinance are deemed to be in force and effect from and after the first day of the first pay period following passage and publication.

Part 4. This ordinance will take effect and be in force from and after its passage and publication.



I, Ronald D. Leonhardt, City Clerk, do hereby certify that the foregoing is a true and correct copy of a(n) Ordinance passed by the COMMON COUNCIL of the City of Milwaukee, Wisconsin on May 13, 2003, published on May 29, 2003, effective May 30, 2003.

Ronald D. Leonhardt

Ronald D. Leonhardt
City Clerk

May 15, 2003

Date Certified

RECEIVED
MAY 16 2003

MILWAUKEE FIRE DEPT.
OFFICE OF THE CHIEF

City of Milwaukee

Office of the City Clerk

200 E. Wells Street

Milwaukee, Wisconsin 53202

Certified Copy of Ordinance

FILE NO: 021594

Substitute ordinance to further amend the 2003 offices and positions in the City Service under control of the Common Council.

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 1 of ordinance File Number 020487 relative to offices and positions in the City Service is hereby amended as follows:

Under "Fire Department, Firefighting Division Decision Unit", add five positions of "Fire Lieutenant"; under "Paramedic Service", delete five positions of "Paramedic Field Lieutenant(C)(I)/Fire Paramedic Field Lieutenant(C)(I)."

Part 2. Section 1 of ordinance File Number 020487 relative to offices and positions in the City Service is hereby amended as follows:

Under "Health Department, Home Environmental Health Division, Childhood Lead Poisoning Prevention Program(W)", delete one position of "Office Assistant II(W)" and add one position of "Office Assistant III(W)"; under "Childhood Lead Detection Program(Z)", delete one position of "Office Assistant IV(Z)" and add one position of "Program Assistant I(Z)"; amend footnote "(F)" as follows: "To expire 12/31/03 unless the Sexually Transmitted Diseases Grant, available from the State of Wisconsin Division of Health and Family Services is extended."

Part 3. Section 1 of ordinance File Number 020487 relative to offices and positions in the City Service is hereby amended as follows (Effective Pay Period 1, 2002 - December 22, 2002):

Under "Police Department, Administration/Services Decision Unit, Technical Services Bureau, Communications Operations Division", delete two positions of "Police Alarm Operators" and add two positions of "Police Dispatchers."

Part 4. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

Part 5. The provisions of Part 3 of this ordinance are deemed to have been in force and effect from and after Pay Period 1, 2002 (December 22, 2002).

The provisions of all other parts of this ordinance are deemed to be in force and effect from and after the first day of the first pay period following passage and publication.

Part 6. This ordinance will take effect and be in force from and after its passage and publication.



I, Ronald D. Leonhardt, City Clerk, do hereby certify that the foregoing is a true and correct copy of a(n) Ordinance passed by the COMMON COUNCIL of the City of Milwaukee, Wisconsin on May 13, 2003, published on May 29, 2003, effective May 30, 2003.

Ronald D. Leonhardt

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City Clerk

May 15, 2003

Date Certified

RECEIVED
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MILWAUKEE FIRE DEPT.
OFFICE OF THE CHIEF