

Ref: CC File No. 130436  
13025

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

DATE: September 19, 2013  
TIME: 9:00 A.M.  
PLACE: Committee Room 301-B  
City Hall  
SCHEDULE A: Vacancy Requests  
SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: September 19, 2013

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>DOA-BUSINESS OPERATIONS</u>			
13094	Document Technician	3CN	9/28/13	
	<u>CITY ATTORNEY</u>			
13008-09	Assistant City Attorney (2 positions)	2MX	9/28/13 9/28/13	
	<u>COMMON COUNCIL-CITY CLERK</u>			
13010	Staff Assistant	2GX	9/15/13	
13011-12	License Specialist I (2 positions)	5DN	7/30/13 9/1/13	
13117	Administrative Services Coordinator	5JN	9/14/13	
	<u>DEPT. OF CITY DEVELOPMENT</u>			
13121	Accountant II	2DN	9/29/13	
	<u>CITY TREASURER</u>			
13013	Tax Enforcement Specialist	6NN	9/28/13	
13014	Customer Service Rep. II (0.53 FTE)	6GN	8/30/13	
13015-16	Customer Service Rep. II (2 pos.)	6GN	8/17/13 9/28/13	
13017	Program Assistant II	5FN	9/28/13	
	<u>FIRE &amp; POLICE COMMISSION</u>			
13120	Human Resources Rep.	2HX	9/14/13	
	<u>FIRE DEPARTMENT</u>			
13018-19	Fire Captain (2 positions)	4J	7/23/13 8/9/13	
13020	Fire Lieutenant	4E	8/4/13	
13021-55	Firefighter (35 positions)	4A		
13056	Heavy Equipment Operator	4D	8/25/13	
13057	Fire Equipment Mechanic	7HN	8/3/13	
	<u>HEALTH DEPARTMENT</u>			
13110	Epidemiologist	1FX	10/26/13	
13111	Environmental Health Specialist II	3JN	7/20/13	
	<u>LIBRARY</u>			
13098	Library Security Investigator	5IN	10/20/2013	
13099	Librarian III	2DN	8/4/13	
13100-01	Librarian II (2 positions)	2CN	8/27/13 8/4/13	
13102	Library Technician III	6FN	8/19/13	
13103-04	Custodial Wrkr, II-City Laborer (2 pos.)	8DN	8/1/13 9/28/13	
13106	Library Branch Manager	1DX	9/27/13	
13107	Management Librarian	1DX	9/1/13	
13108	Librarian V	1FX	9/5/13	
13109	Librarian IV	2FX	9/1/13	
	<u>DEPT. OF NEIGHBORHOOD SERVICES</u>			
13058	Plumbing Inspector II	3PN	8/15/13	
13059	Office Assistant III	6FN	8/4/13	
13060	Administrative Assistant II	6HN	8/30/13	
13061	Office Assistant II (0.5 FTE)	6EN	8/18/13	

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<u>POLICE DEPARTMENT</u>				
13062	Building Maintenance Supervisor II	2FX	11/24/12	
13063-64	Building Maint. Mechanic II (2 pos.)	7EN		
13065	Lead Police Telecommunicator	6HN	10/1/13	
13116	Police Fleet Supervisor	1BX	NA	
<u>DPW-ADMINISTRATIVE SERVICES</u>				
13066	Safety Specialist-Senior	2EX	9/1/13	
<u>DPW-INFRASTRUCTURE SERVICES</u>				
13067	Engineering Technician V	3RN	6/29/13	
13068	Engineering Technician IV	3NN	8/1/13	
13069	Engineering Technician IV	3NN	8/3/13	
13070	Engineering Drafting Technician II	3FN	9/5/13	
13071	Equipment Mechanic IV	7E	7/13/13	
13072	Electrical Mechanic	7MN	7/13/13	
13073	Electrical Mechanic	7MN	8/1/13	
13074-76	Electrical Worker (3 positions)	7FN	7/21/13 7/21/13 7/21/13	
13077	Assessment Technician II	3RN	7/27/13	
13078	Traffic Sign Worker II	8GN	7/4/13	
13079	Bridge Operator	8G	8/4/13	
<u>DPW-OPERATIONS DIVISION</u>				
13081-82	Vehicle Service Tech. (2 positions)	7FN	3/2/13 3/2/13	
13083	Sanitation Supervisor	1AX	7/21/13	
13084	Urban Forestry Technician	3NN	12/22/13	
13085	Urban Forestry Technician	3NN	9/1/13	
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>HEALTH DEPARTMENT</u>				
13112	Health Project Coordinator (EFM)	1AX	8/20/13	
13113	Health Project Coordinator-WIC	!AX	8/23/13	
13114	Commun. & Infectious Disease Supv.	1DX	8/30/13	
13115	Public Health Nurse	2DN	8/3/13	
<u>LIBRARY</u>				
13105	Library Technology Specialist	5DN	8/3/13	
13119	Library Services Assistant	5DN	9/28/13	
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>				
13086	Residential Code Enforcement Insp.	3LN	8/16/13	
13087	Office Assistant III	6FN	7/7/13	
<u>PORT OF MILWAUKEEE</u>				
13118	Trade Development Rep., Sr.	2HX	4/13/13	
<u>DPW-WATER WORKS</u>				
13091	Lead Water Chemist	2EN	8/24/13	
13092	Network Coordinator Associate	2EX	9/3/13	
13093	Water Distribution Repair Worker II	8IN	8/30/13	

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Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DEPT. OF EMPLOYEE RELATIONS</u> Salaries & Wages Operating Expenditures	\$75,000.00	\$75,000.00	The 2012-2013 carryover file approved these funds for the transition of the current SIGMA applicant tracking system to a more advanced version to provide online access for applicants and user departments. This transfer is necessary to properly allocate the funds before they can be spent.
<u>HEALTH DEPARTMENT</u> Salaries & Wages Operating Expenditures Equipment Special Fund-AIDS Prevention	\$163,961.00	\$61,711.00 \$12,250.00 \$90,000.00	The 2012-2013 carryover file approved these funds to be disbursed as follows: \$90,000 for ARCW & CBO-Based HIV initiative; \$12,250 for CEH Computer and Equipment, and \$61,711 for various operating expenses. The transfer moves the budgeted funds to the appropriate account.
<u>DEPT. OF NEIGHBORHOOD SERVICES</u> Salaries & Wages Operating Expenditures	\$177,444.90	\$177,444.90	The 2012-2013 carryover file approved these funds to fund demolition costs.
Salaries & Wages Equipment	\$25,000.00	\$25,000.00	The 2012-2013 carryover file approved these funds to fund network hardware and software, an action specifically assumed in the 2013 budget.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Items