



CITY OF MILWAUKEE
DEPARTMENT OF EMPLOYEE RELATIONS

Maria Monteagudo
Department of Employee Relations
City of Milwaukee
200 E Wells St, Room 706

March 12, 2020

The Honorable
Finance and Personnel Committee
Common Council
City of Milwaukee

Common Council File No. 191870 - "Communication from the Department of Employee Relations amending the Salary Ordinance to add recruitment flexibility to the titles of Consumer Environmental Health Division Director and Consumer Environmental Health Supervisor in the Health Department."

Dear Committee Members:

This communication requests an amendment to the 2020 Salary Ordinance to allow further recruitment above the minimum of the pay range for the title of Consumer Environmental Health Division Director in pay range 11X (\$75,478 - \$105,669) (Non-resident) and (\$77,743 - \$108,839) (Resident). Commissioner of Health Jeanette Kowalik has requested that this position have a footnote that allows recruitment flexibility similar to other leadership classifications in the Milwaukee Health Department (MHD) in pay range 11X including Clinic Operations Director, Home Environmental Health Director, Maternal and Child Health Director, and Violence Reduction and Prevention Program Director. The specific footnote provides "Recruitment at any rate in the pay range with the approval of DER and the Chair of the Committee on Finance and Personnel".

The Consumer Environmental Health Division Director position is currently vacant and the department wishes to have the same pay flexibility in hiring for this position as other health leadership classifications in the same pay range. The position oversees the Consumer Environmental Health Division, which utilizes a combination of surveillance, health promotion, enforcement, and assessment to prevent disease and injury; and is responsible for developing, implementing, and evaluating cost-effective and outcome-based strategies for the MHD's regulatory food and consumer protection programs. This position will play a critical role in the work for the Democratic National Convention.

To provide a parallel structure for recruitment that is consistent with other health leadership positions in the same pay range and to provide the department more flexibility in filling this important position we recommend a footnote be added to the title of "Consumer Environmental Health Division Director" that allows appointment anywhere in the range with approval of the Department of Employee Relations and the Chair of the Committee on Finance and Personnel.

Action Required – Effective Pay Period 7, 2020 (March 22, 2020)

In the Salary Ordinance:

Under Pay Range 11X

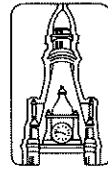
Add the footnote designations (2) and (9) to the title of "Consumer Environmental Health Division Director".

Respectfully submitted,


(KLB)

Maria Monteagudo
Employee Relations Director

CITY OF MILWAUKEE
DEPARTMENT OF EMPLOYEE RELATIONS



Maria Monteagudo
 Department of Employee Relations
 City of Milwaukee
 200 E Wells St, Room 706

March 13, 2020

The Honorable
 Finance and Personnel Committee
 Common Council
 City of Milwaukee

Common Council File No. 191870 - "Communication from the Department of Employee Relations amending the Salary Ordinance to add recruitment flexibility to the titles of Consumer Environmental Health Division Director and Consumer Environmental Health Supervisor in the Health Department."

Dear Committee Members:

This communication requests an amendment to the 2020 Salary Ordinance to allow recruitment flexibility for the title of Consumer Environmental Health Supervisor in pay range 1DX (\$54,865 - \$76,806 with a recruitment rate of \$62,000) (Non-resident) and (\$56,511 - \$79,110 with a recruitment rate of \$63,860) (Resident). Commissioner of Health Jeanette Kowalik has requested that this position have a footnote that allows recruitment anywhere in the range with approval of the Department of Employee Relations (DER) and the Chair of the Committee on Finance and Personnel.

The department indicated that they have pay compression in the Consumer Environmental Health Division. The classifications of the positions in this division are listed below.

Title	Pay Range	Rates	Recruitment Rate
Consumer Environmental Health Division Director	11X	(\$75,478 - \$105,669)	
Consumer Environmental Health Supervisor	1DX	(\$54,865 - \$76,806)	\$62,000
Environmental Health Coordinator	2FN	(\$48,294 - \$67,616)	\$59,450
Environmental Health Specialist	3LN	(\$49,344 - \$59,095)	
Program Assistant I	5EN	(\$40,501 - \$46,724)	

Note: Residents receive a rate that is 3% higher.

There are currently three positions of Consumer Environmental Health Supervisor and two are vacant. The nonresident recruitment rate is \$62,000 and 60% of the range is \$68,030. The resident recruitment rate \$63,860 and 60% of the range is \$70,071. Three direct reports in the classification of Environmental Health Coordinator are paid \$69,644. In an effort to recruit for and fill the Consumer Environmental Health Supervisor positions and provide some differential between the supervisor positions and the Environmental Health Coordinator positions, the department would like the flexibility to hire anywhere in the range with approval by DER and the Chair of the Committee on Finance and Personnel.

The Consumer Environmental Health Supervisor positions provide direct oversight to the inspectional staff of the Consumer Environmental Health Division who inspect and enforce city, state and federal regulations related to food safety and security, environmental health and consumer protection. These positions are responsible for the integrity

of each violation issued and complaint investigated; serve as a technical consultant and provide input in assessing when food must be embargoed or destroyed, or evaluating if a food establishment operations should be suspended or terminated; serve as a mentor to staff members, direct training and continuing education, provide routine performance appraisals and field evaluations; and monitor staff productivity and assure the division outcome measures are met. These positions will play a critical role in the work for the Democratic National Convention.

Due to the pay compression noted above and to provide the department more flexibility in filling these important positions, we recommend a footnote be added to the title of "Consumer Environmental Health Supervisor" that allows appointment anywhere in the range with approval by the Department of Employee Relations and the Chair of the Committee on Finance and Personnel.

Action Required – Effective Pay Period 7, 2020 (March 22, 2020)

In the Salary Ordinance:

Under Pay Range 1DX

Add footnote designations (3) and (9) to the title of "Consumer Environmental Health Supervisor".

Respectfully submitted,


Maria Monteagudo
Employee Relations Director



City of Milwaukee Fiscal Impact Statement

A Date 3/13/2020 File Number 191870 Original Substitute

Subject Communication From the Department of Employee Relations amending the Salary Ordinance to add recruitment flexibility to the titles of Consumer Environmental Health Division Director and Consumer Environmental Health Supervisor in the Health Department.

B Submitted By (Name/Title/Dept./Ext.) Sarah Trotter / Human Resources Representative / Employee Relations / x2398

C This File

- Increases or decreases previously authorized expenditures.
- Suspends expenditure authority.
- Increases or decreases city services.
- Authorizes a department to administer a program affecting the city's fiscal liability.
- Increases or decreases revenue.
- Requests an amendment to the salary or positions ordinance.
- Authorizes borrowing and related debt service.
- Authorizes contingent borrowing (authority only).
- Authorizes the expenditure of funds not authorized in adopted City Budget.

D Charge To

- Department Account
- Capital Projects Fund
- Debt Service
- Other (Specify) _____
- Contingent Fund
- Special Purpose Accounts
- Grant & Aid Accounts

Purpose	Specify Type/Use	Expenditure	Revenue
Salaries/Wages		\$0.00	\$0.00
		\$0.00	\$0.00
Supplies/Materials		\$0.00	\$0.00
		\$0.00	\$0.00
Equipment		\$0.00	\$0.00
		\$0.00	\$0.00
Services		\$0.00	\$0.00
		\$0.00	\$0.00
Other		\$0.00	\$0.00
		\$0.00	\$0.00
TOTALS		\$ 0.00	\$ 0.00

F

Assumptions used in arriving at fiscal estimate. Please see attached spreadsheet. _____

G

For expenditures and revenues which will occur on an annual basis over several years check the appropriate box below and then list each item and dollar amount separately.

 1-3 Years 3-5 Years 1-3 Years 3-5 Years 1-3 Years 3-5 Years**H**

List any costs not included in Sections D and E above. _____

I

Additional information. _____

JThis Note Was requested by committee chair.

Department of Employee Relations
Fiscal Note Spreadsheet

Finance and Personnel Committee Meeting of March 18, 2020

NEW COSTS FOR 2020

No. Pos.	Dept	From	PR	To	PR	Present Annual	New Annual	New Costs	Rollup	Total Rollup+ Sal
1	Health	Consumer Env Hlth Division Director	1IX	Consumer Env Hlth Division Directo	1IX	N/A	N/A	N/A	Recruitment Flexibility	
3	Health	Consumer Env Hlth Supervisor	1DX	Consumer Env Hlth Supervisor	1DX	N/A	N/A	N/A	Recruitment Flexibility	
4								\$0	\$0	\$0

Assume effective date is Pay Period 7, 2020 (March 22, 2020).

Costs will depend on the actual request for an individual being appointed to this position.

NEW COSTS FOR FULL YEAR

No. Pos.	Dept	From	PR	To	PR	Present Annual	New Annual	New Costs	Rollup	Total Rollup+ Sal
1	Health	Consumer Env Hlth Division Director	1IX	Consumer Env Hlth Division Directo	1IX	N/A	N/A	N/A	Recruitment Flexibility	
3	Health	Consumer Env Hlth Supervisor	1DX	Consumer Env Hlth Supervisor	1DX	N/A	N/A	N/A	Recruitment Flexibility	
4								\$0	\$0	\$0