CITY OF MILWAUKEE
DEPARTMENT OF EMPLOYEE RELATIONS

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

December 5, 2018

The Honorable
Finance and Personnel Committee
Common Council
City of Milwaukee

Common Council File No. 181273 – Communication from the Department of Employee Relations relative to authorizing private auto allowance for the position of Risk Management and Safety Officer

Dear Committee Members:

This communication requests an amendment to the 2019 Positions Ordinance to authorize private automobile allowance for the position of Risk Management and Safety Officer within the Department of Employee Relations. Pursuant to section 350-183 of the Milwaukee Code of Ordinances, positions designated with Private Transportation Reimbursement are able to receive mileage reimbursement for use of a personal vehicle driven on official City business.

The Risk Management and Safety Officer is a new position within the Employee Benefits Division of the Department of Employee Relations. This position is responsible for designing, implementing, and evaluating all aspects of employee safety programs and providing advice, guidance, and facilitation for all general City departments on how to address and resolve employee safety issues and concerns. The incumbent of this position will be required to regularly travel to off-site work locations to perform these duties and work with field managers, supervisors, employees, and safety personnel.

We therefore recommend allowing mileage reimbursement for the Risk Management and Safety Officer. The action necessary to implement said recommendation is listed below.

Action Required – Effective Pay Period 1, 2019 (December 30, 2018)

Under Department of Employee Relations - Employee Benefits Division

       Add an (X) designation to the title of "Risk Management and Safety Officer".
       Create the following footnote (X):
          (X)   Private automobile allowance may be paid pursuant to Section 350-183 of the Milwaukee Code.

Respectfully submitted,

[signature]

Maria Monteagudo
Employee Relations Director