



Department of Employee Relations

September 24, 2002

John O. Norquist
Mayor

Jeffrey Hansen
Director

Florence Dukes
Deputy Director

Frank Forbes
Labor Negotiator

Michael Brady
Employee Benefits Manager

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

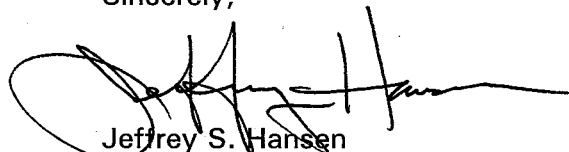
Dear Committee Members: Re: Common Council File Number 011547

The following title change was approved by the Board of Fire and Police Commissioners on September 19, 2002.

In the Fire Department, one position of First Assistant Chief Engineer, Pay Range 867, was retitled to Assistant Fire Chief, Pay Range 867.

The job evaluation report containing the necessary Salary and Positions Ordinance amendments is attached.

Sincerely,



Jeffrey S. Hansen
Employee Relations Director

JSH:pb

Attachments: Job Evaluation Report
 Fiscal Note

c: Acting Chief Dennis Michalowski
 Joseph Czarnecki
 Frank Forbes
 Laura Engan

JOB EVALUATION REPORT

Fire & Police Commission Meeting Date: September 19, 2002

Incumbent: Dennis Michalowski Department: Fire Department

Present	Request
Title: First Assistant Chief Engineer	Title: Assistant Fire Chief
Salary: PR 867 (\$88,251 - \$107,224)	Salary: PR 867 (\$88,251 - \$107,224)
Current Rate: Not applicable	Source: Fire Department
Recommendation: Title: Assistant Fire Chief Salary: Pay Range 867	
Rationale: This report recommends changing the title for the "First Assistant Chief Engineer" to "Assistant Fire Chief." The Fire Department believes that this title is more contemporary and better reflects the position's duties and responsibilities, and the Department of Employee Relations concurs. This position is second in command of the Milwaukee Fire Department and acts in the absence of the Fire Chief by assuming full command of the Fire Department. In addition, this position oversees the Department's Firefighting Division at all times. For these reasons, the title "Assistant Fire Chief" more accurately depicts the position's duties and responsibilities than the current title.	
History: DER's records indicate that this position has always retained the title of "First Assistant Chief Engineer."	

Action Required:

In the Salary Ordinance, under Pay Range 867, delete the title "First Assistant Chief Engineer 1/" and add the title "Assistant Fire Chief 1/."

In the Positions Ordinance, under Fire Department, Supporting Services Decision Unit, delete one position of "First Assistant Chief Engineer" and add one position of "Assistant Fire Chief."

Background:

On August 20, 2002, Fire and Police Commission Executive Director Joseph Czarnezki referred a communication to the Department of Employee Relations from Fire Chief Lawrence Gardner requesting a title change from "First Assistant Chief Engineer" to "Assistant Fire Chief" with no change in the pay allocation of Pay Range 867. A job description was provided and the request was discussed with Mary McDougall, Fire Personnel Officer. The Department of Employee Relations recommends this change because the new title more appropriately describes the scope of responsibilities of this position than the present title.

Prepared by: Kimberly Nistler
Kimberly Nistler, Human Resources Representative

Reviewed by: Jeffrey Hansen
Jeffrey Hansen, Director of Employee Relations



Fire and Police Commission

September 24, 2002

Woody Welch
Chairman

Carla Y. Cross
Vice-Chair

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

Joseph J. Czarnecki
Executive Director

David Heard
Public Relations Officer

Cassandra K. Scherer
Examinations Supervisor

Steven Fronk
Hearing Examiner

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

Dear Mr. Hansen:

Please be advised that the Fire and Police Commission, on September 19, 2002, approved your recommendation providing the following:

In the Salary Ordinance, under Pay Range 867, delete the title "First Assistant Chief Engineer 1/" and add the title "Assistant Fire Chief 1/."

In the Positions Ordinance, under Fire Department, Supporting Services Decision Unit, delete one position of "First Assistant Chief Engineer" and add one position of "Assistant Fire Chief."

Sincerely,

Joseph J. Czarnecki
Executive Director

JJC:rk