



**The Board of Ethics**

January 18, 2018

To the Honorable, the Common Council

Honorable Members:

The Ethics Board conducts an annual review of “Y” footnotes located in the Position Ordinance. The “Y” footnote indicates that the position must submit an annual Statement of Economic Interest with the Ethics Board in compliance with Milwaukee Code of Ordinances s. 303 which states:

“it is the intent of the Common Council that any elected city official, any person appointed to elective office, any candidate for city elective office, all heads of departments, all division superintendents in the department of public works and their assistants, all full-time appointed exempt management city employees, and other designated city officials and employees, including but not limited to those whose responsibilities involve the: sale or lease of real estate, receipt of monies, purchasing of supplies, issuing of permits or licenses, assessment of property, inspection of property, construction of public works, settlement of claims, preparation or awarding of contracts, retention of outside service, or performance of professional legal services for the city shall be required to file a statement of economic interests as provided for in s. 303-11.”

We are requesting to add the “Y” footnote to the following position in the Positions Ordinance:

**Fire and Police Commission**

Emergency Communications and Policy Director

We are requesting to remove the “Y” footnote from the following positions in the Positions Ordinance:

**City Treasurer**

Customer Services Division

Customer Service Representative II (0.5 FTE)

Financial Services Division

Accounting Assistant I (0.50 FTE)

Respectfully,

Annie Wacker, Chair  
Ethics Board

## Byrd, Yashica

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**From:** Klajbor, Jim  
**Sent:** Monday, December 04, 2017 1:46 PM  
**To:** Byrd, Yashica  
**Subject:** "Y" Footnotes

Please be advised that none of our part-time and temporary positions should have the "Y" footnote.



**Jim Klajbor** | Deputy City Treasurer

**Office of the City Treasurer**

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E-Mail: [Jim.Klajbor@Milwaukee.gov](mailto:Jim.Klajbor@Milwaukee.gov) | Web: [www.Milwaukee.gov/Treasurer](http://www.Milwaukee.gov/Treasurer)



*See attached.*

**CITY TREASURER**

Executive Office

City Treasurer (Y) ..... 1  
Deputy City Treasurer (Y)..... 1  
Program Assistant III (Y) ..... 1

Administration and Tax Enforcement Division

Special Assistant to the City Treasurer (Y)..... 1  
Tax Collection and Enforcement Coordinator (Y)..... 1  
Business Systems Coordinator ..... 1  
Tax Enforcement Specialist (Y)..... 2  
Program Assistant II (Y) ..... 2  
IT Support Specialist ..... 1

Customer Services Division

Customer Services Manager (Y) ..... 1  
Customer Services Specialist (Y)..... 1  
Customer Service Representative II (Y)..... 5  
Customer Service Representative II (0.5 FTE) (Y)..... 2

Financial Services Division

Investments and Financial Services Manager (Y)..... 1  
Investments and Financial Services Coordinator (Y) ..... 1  
Investments and Financial Services Specialist (Y)..... 1  
Accounting Assistant I (Y) ..... 1  
Accounting Assistant I (0.50 FTE) (Y)..... 1

Revenue Collection Division

Revenue Collection Manager (Y) ..... 1  
Lead Teller (Y)..... 1  
Teller (Y)..... 2

Temporary Positions

Temporary Customer Service Representative I ..... 30

(Y) Required to file a statement of economic interests in accordance with the Milwaukee Code of Ordinances Chapter 303-Code of Ethics.

## Byrd, Yashica

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**From:** Triggs, Niko  
**Sent:** Wednesday, December 06, 2017 8:06 AM  
**To:** Byrd, Yashica  
**Subject:** FW: Annual review of "y" footnotes in the Position Ordinance

Good morning Ms. Byrd:

By way of introduction, I am the paralegal for Executive Director MaryNell Regan of the Fire and Police Commission ("FPC"). Pursuant to Director Regan's instructions, I write to advise you that Paulina de Haan, the FPC's Emergency Communications and Policy Director, should be documented as a "y" as well. Thank you for your attention in this regard.

### Niko M. Triggs

City of Milwaukee | Paralegal, B.A., E.J.D. | Fire and Police Commission  
200 East Wells Street, Room 706A, Milwaukee, WI 53202  
**Office:** 414-286-5000 | **Direct Line:** 414-286-5055 | **Fax:** 414-286-5050  
**Email:** [Ntriggs@milwaukee.gov](mailto:Ntriggs@milwaukee.gov)



*See attached*

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Begin forwarded message:

**From:** "Byrd, Yashica" <[Yashica.Byrd@milwaukee.gov](mailto:Yashica.Byrd@milwaukee.gov)>  
**Date:** November 29, 2017 at 10:47:46 AM CST  
**To:** Department Heads <[DepartmentHeads@milwaukee.gov](mailto:DepartmentHeads@milwaukee.gov)>  
**Subject:** Annual review of "y" footnotes in the Position Ordinance

Good Morning,

Attached you will find the letter from Ethics requesting the "Annual review of "y" footnotes in the Position Ordinance". Please review and respond, if necessary.

**FIRE AND POLICE COMMISSION**

Fire and Police Commission Executive Director (X)(Y)..... 1

Fire and Police Commission Operations Manager (X)(Y) ..... 1

Investigator/Auditor..... 2

Research & Policy Analyst..... 1

Paralegal ..... 1

Program Assistant II ..... 1

Program Assistant III ..... 1

Office Assistant II - Bilingual..... 1

Fire and Police Commission Staffing Services Manager (Y)..... 1

Human Resources Representative ..... 2

Fire and Police Commissioner (Y)..... 9

Auxiliary Personnel/Graduate Intern..... 1

Recruiter (X) ..... 1

**Emergency Communications and Policy Director ..... 1**

Homeland Security

Homeland Security Director (C)(Y)..... 1

- (C) To expire 12/31/17 unless the Wisconsin Emergency Management Grant is extended.
- (X) Private automobile allowance may be paid pursuant to Section 350-183 of the Milwaukee Code.
- (Y) Required to file a statement of economic interests in accordance with the Milwaukee Code of Ordinances Chapter 303-Code of Ethics.**