



Department of Employee Relations

Cavalier Johnson
Mayor

Harper Donahue, IV
Director

Renee Joos
Employee Benefits Director

Nicole M. Fleck
Labor Negotiator

November 10, 2023

The Honorable
Finance and Personnel Committee
Common Council
City of Milwaukee

Common Council File No. 230775 – Communication from the Department of Employee Relations relating to classification studies scheduled for the November 16, 2023 Fire and Police Commission meeting.

Dear Committee Members:

The following classifications and pay recommendations are scheduled for the Fire and Police Commission meeting on November 16, 2023.

MPD

Current	Recommended
Video Electronic Technician 4 PR 3UN: \$75,690 - \$87,801 (One Position)	Video Systems Specialist PR 3TN: \$71,993 - \$83,512 (One position)
Video Electronic Technician 3 PR 3TN: \$71,993 - \$83,512 (Underfill Title)	
Video Electronic Technician 2 PR 3SN: \$64,567 - \$83,101 FN: Recruitment is at \$68,565 (Underfill Title)	
Video Electronic Technician 1 PR 3RN: \$55,763 - \$72,430 FN: Recruitment is at \$65,300 (Underfill Title)	

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

Respectfully Submitted,

Harper Donahue, IV
Employee Relations Director

Attachments: Job Evaluation Reports
Fiscal Impact Statement



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Job Evaluation Report

Fire and Police Commission Meeting: November 16, 2023

Current	Recommended
Video Electronic Technician 4 PR 3UN: \$75,690 - \$87,801 (One Position)	Video Systems Specialist PR 3TN: \$71,993 - \$83,512 (One position)
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Note: Residents receive a rate that is 3% higher.

The Milwaukee Police Department (MPD) requested a reclassification study of one Video Electronic Technician 4 position. An updated job description was provided, and discussions were held with Pamela Roberts, Police Human Resources Administrator; April Nwandu, Human Resources Supervisor; and Jeffrey Larson, Police Information Systems Director

The Video Systems Specialist is responsible for maintaining and coordinating the installation, repair, maintenance, and recovery of a variety of video collection platforms and other specialized equipment used by the Milwaukee Police Department for video investigative purposes, production, training, and equipment placement needs. Duties and responsibilities include:

- Coordinate and perform, as needed, the installation, repair, maintenance, and recovery of surveillance platforms, closed-circuit recording systems, pole cameras, and other related installations.
- Provide video management system (VMS) and related project support.
- Assist with Body Worn Camera and Evidence.com technical support.
- Coordinate and perform, as needed, the installation, repair, and maintenance of the audio/video (A/V) equipment in departmental conference rooms.
- Perform basic TCP/IP network maintenance; install software patches and updates on video servers and applications.
- Write and compile all necessary reports with supporting documentation.
- Perform other duties as assigned.

Minimum requirements include an associate's degree in information technology or a closely related field from an accredited college or university; four years of experience in broadcast or industrial television engineering and maintenance, including making mechanical equipment repairs. Equivalent combinations of education and experience may be considered.

Analysis and Recommendation

The Milwaukee Police Department has expressed that they do not foresee the need to expand the number of positions within this section, but does need a highly qualified individual to perform the functions that have since evolved due to technological advances and with added technology within the Police Department.

In comparing this position to others in city government, the required technical knowledge is comparable in level to the City Channel Production Specialist position within the City Clerks' Channel 25 section and MPD's Electronic Technicians.

City Channel Production Specialists act as support staff for all departments servicing technical requests including the creation of MP3 audio files, rendering video files, re-encoding and re-uploading of corrupt video and data files to Granicus and service on site cable TV issues. Maintain service and troubleshoot technical issues, including: Leightronix recording and playback processes, encoding o video signals, master control Panacea router and switcher signal flow and signal synchronization for high definition audio and video quality. Able to provide live technical direction; post production editing for local PSA's, station IDs, television bumpers, multimedia presentations and specialized video requests for city-sanction events.

Electronic Technicians in the Police Department repair, install, and maintain all mobile radio communications equipment used by the Police Department and other city departments as well as fixed-site radio communication equipment. As with virtually all jobs of this nature that work with communications equipment, the technology used by Electronic Technicians now includes such equipment as base stations, voting receiver systems, IP dispatch consoles, power distribution system, T1 shelves, fiber optics, Ethernet wireless bridges, point-to-point microwave systems, and channel banks.

This report also considers the cost of labor for a hybrid job functions that can be found in a Production Technician - TV and Broadcast Engineer:

Area Name	10th Percentile	25th Percentile	Mean	75th Percentile	90th Percentile
West Allis, Wisconsin	\$56,428	\$61,430	\$68,125	\$74,628	\$81,251
Kenosha, Wisconsin	\$59,751	\$65,016	\$71,986	\$78,667	\$85,397
Madison, Wisconsin	\$56,185	\$60,865	\$67,106	\$73,164	\$79,337
Milwaukee, Wisconsin	\$56,191	\$61,182	\$67,862	\$74,350	\$80,955
Racine, Wisconsin	\$56,764	\$61,718	\$68,335	\$74,760	\$81,310
Waukesha, Wisconsin	\$56,429	\$61,436	\$68,139	\$74,649	\$81,278

ERI defines Production Technician – TV as a position that assists with preproduction planning of recording and transmitting broadcasts. Helps with postproduction duties such as editing and dubbing. Prearranges and controls television production equipment, such as cameras, lights, microphones, and microphone booms, and recording equipment, in studio and at locations outside of studio, to record or transmit broadcasts.

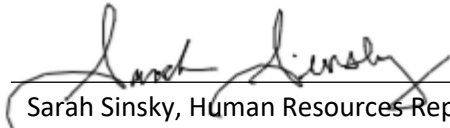
ERI defines Broadcast Engineer as a position that operates and troubleshoots broadcast equipment. Performs repairs and maintenance on equipment to ensure production goes smoothly.


Based upon the comparability in technical expertise to other positions within the City, as well as the hybrid market rates of pay for Production Technician TV and Broadcast Engineer, this report recommends the following:


Current	Recommended
Video Electronic Technician 4 PR 3UN: \$75,690 - \$87,801 (One Position)	Video Systems Specialist PR 3TN: \$71,993 - \$83,512 (One position)
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Action Required – Effective Pay Period 25, 2023 (November 26, 2023)

*** Please see submitted addendum to CCFN for Salary and Position Ordinance changes.**

Prepared by: 
Sarah Sinsky, Human Resources Representative

Reviewed by: 
Andrea Knickerbocker, Human Resources Manager

Reviewed by: 
Harper Donahue IV, Employee Relations Director



City of Milwaukee Fiscal Impact Statement

A	Date	<u>11/14/2023</u>	File Number	<u>230775</u>	<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Substitute
	Subject	Communication from the Department of Employee Relations regarding the costs of classification reports to be heard at the Fire and Police Commission on November 16 th , 2023.				

B	Submitted By (Name/Title/Dept./Ext.)	<u>Sarah Wangerin/ Human Resources Representative / Employee Relations</u>
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C	This File	<input checked="" type="checkbox"/> Increases or decreases previously authorized expenditures.
		<input type="checkbox"/> Suspends expenditure authority.
		<input type="checkbox"/> Increases or decreases city services.
		<input type="checkbox"/> Authorizes a department to administer a program affecting the city's fiscal liability.
		<input type="checkbox"/> Increases or decreases revenue.
		<input checked="" type="checkbox"/> Requests an amendment to the salary or positions ordinance.
		<input type="checkbox"/> Authorizes borrowing and related debt service.
		<input type="checkbox"/> Authorizes contingent borrowing (authority only).
		<input type="checkbox"/> Authorizes the expenditure of funds not authorized in adopted City Budget.

D	Charge To	<input checked="" type="checkbox"/> Department Account	<input type="checkbox"/> Contingent Fund
		<input type="checkbox"/> Capital Projects Fund	<input type="checkbox"/> Special Purpose Accounts
		<input type="checkbox"/> Debt Service	<input type="checkbox"/> Grant & Aid Accounts
		<input type="checkbox"/> Other (Specify)	

	Purpose	Specify Type/Use	Expenditure	Revenue
E	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

F

Assumptions used in arriving at fiscal estimate.

The total cost for 2023 is \$620 and the total cost for 2024 is \$8,062. Please see attached spreadsheet for details. Cost breakdown is in 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.

J

This Note Was requested by committee chair.

**Department of Employee Relations
Fiscal Note Spreadsheet**

Fire and Police Commission Meeting of November 16, 2023
Finance and Personnel Committee Meeting of November 14, 2023

NEW COSTS FOR 2023

	Pos.	Dept	From	PR	To	PR	CURRENT Annual	NEW Annual	EffPP	Costs	Rollup	Rollup+ Sal
Vacant	1	Police	Video Electronic Technician 1	3RN	Video Systems Specialist	3TN	\$65,300	\$71,993	25	\$515	\$105	\$620
	1									\$515	\$105	\$620

Assume effective date is Pay Period 25, 2023 (November 26th, 2023) unless otherwise indicated.

NEW COSTS FOR FULL YEAR

	Pos.	Dept	From	PR	To	PR	Annual	Annual	EffPP	Costs	Rollup	Rollup+ Sal
	1	Police	Video Electronic Technician 1	3RN	Video Systems Specialist	3TN	\$65,300	\$71,993	1	\$6,693	\$1,369	\$8,062
	1									\$6,693	\$1,369	\$8,062

Note: Totals may not be to the exact dollar due to rounding.