



Department of Employee Relations

Cavalier Johnson
Mayor

Vacant
Director

Renee Joos
Employee Benefits
Director

Nicole M. Fleck
Labor Negotiator

June 9, 2022

The Honorable
Finance and Personnel Committee
Common Council
City of Milwaukee

Subject: *Common Council File No. 220244 - Communication from the Department of Employee Relations to add recruitment flexibility to various positions in various pay ranges.*

Dear Committee Members:

To assist with recruitment and retention for high-level classifications across city government, we are requesting to add recruitment flexibility for various titles. Based upon past difficulty in recruiting, some higher-level titles already have a recruitment flexibility footnote.

This communication requests:

- The provision of recruitment at any point in the range with approval of the Department of Employee Relations and the Chair of Finance and Personnel for titles that are currently without any recruitment flexibility in Pay Ranges 1HX-1PX, 2LX, 2MX, and 4QX.
- The provision of recruitment at any point in the range with approval of the Labor Negotiator and the Chair of Finance and Personnel for the titles of Deputy Chief, Fire in Pay Range 4OX and Assistant Fire Chief in Pay Range 4RX. This provision is consistent with the current footnote for the title of Battalion Chief, Fire in Pay Range 4MX.

The high-level classifications we reviewed are listed in Part II, Section 5 (A) of the Salary Ordinance, Pay Ranges 1HX - 1PX, 2LX – 2QX, 4OX, 4QX, 4RX, and 4SX. Employees promoted into titles within these pay ranges receive a 10% increase, the minimum of the new range, or the footnoted minimum recruitment rate, whichever is greater, in accordance with applicable provisions with the pay range. Please note that some higher-level titles already have a recruitment flexibility footnote due to past difficulty in recruiting.

The following ordinance changes below are recommended to implement this recommendation.

In the Salary Ordinance (Effective Pay Period 14, 2022 (June 26, 2022))

Under Pay Range 1HX:

Add footnotes (1) and (10) to the following titles:

- “Administrative Services Manager”
- “Associate Director”
- “Budget and Management Reporting Manager”
- “Business Systems Manager”
- “Database Administrator”
- “Election Commission-Deputy Director”
- “Fire and Police Commission Chief of Staff”

“Fleet Operations Manager”
“Fleet Repairs Manager”
“GIS Developer – Project Leader”
“Human Resources Administrator”
“IT Project Manager”
“Legislative Reference Bureau Manager”
“License Division Manager”
“Real Estate Development Services Manager”
“Sanitation Area Manager”
“Tax Billing and Collection Manager”
“Water Plant Automation Manager”

Under Pay Range IIX:

Add footnotes (1) and (10) to the following titles:

“Accounting Manager”
“Development Projects Manager”
“Enterprise Resource Planning Manager”
“Finance and Administration Manager”
“Grants Fiscal Manager”
“Homeland Security Director”
“Human Resources Manager”
“Information Services Manager”
“Neighborhood Business Development Manager”
“Port Operations Manager”
“Public Health Nursing Director”
“Revenue and Financial Services Manager”
“Traffic Control Engineer IV”
“Water Distribution Manager”
“Water Information Technology Manager”
“Worker’s Compensation and Safety Manager”

Under Pay Range IJX:

Add footnotes (2) and (8) to the following titles:

“Assessment Appeals Director”
“Chief of Staff Health”
“Chief of Staff Police”
“Deputy City Clerk”
“Director of Communications and Public Engagement”
“Disease Control and Environmental Health Services Director”
“Fleet Services Manager”
“Parking Services Manager”
“Police Planning and Policy Director”
“Sanitation Services Manager”

Under Pay Range 1KX:

Add footnotes (1) and (6) to the following titles:

“Accounts Director”
“Chief Court Administrator”
“Election Commission – Executive Director”
“Employee Benefits Director”
“Financial Services Director”
“Investments and Financial Services Director”

Under Pay Range 1LX:

Add footnotes (3) and (6) to the following titles:

“Assistant Director – Redevelopment Authority”

“Block Grant Director”
“Chief Assessor”
“City Purchasing Director”
“Deputy Chief Investment Officer”
“Deputy City Treasurer”
“Deputy Comptroller”
“Employee Retirement System - Deputy Director”
“Neighborhood Services Operations Director”
“Public Health Laboratories Director”

Under Pay Range 1MX:

Add footnotes (2) and (6) to the following titles:

“Administrative Services Director”
“Chief of Staff”

Under Pay Range 1NX:

Add footnotes (2) and (6) to the following titles:

“Chief Information Officer”
“Deputy Commissioner – City Development”
“Legislative Liaison Director”
“Municipal Port Director”

Under Pay Range 1OX:

Add footnotes (1) and (2) to the following titles:

“Administration Director”
“Commissioner of Assessments”
“Commissioner – Building Inspection”
“Commissioner – City Development”
“Deputy City Attorney”
“Employee Relations Director”
“Operations Division Director”

Under Pay Range 1PX:

Add footnotes (1) and (2) to the following title:

“Commissioner - Health”

Under Pay Range 2LX:

Add footnotes (3) and (7) to the following titles:

“Development Projects Coordinator”
“Environmental Sustainability Program Manager”
“FMIS Project Manager”
“Legislative Fiscal Manager”
“Policy and Administration Manager”
“Port Finance and Administration Officer”
“Systems Analyst – Project Leader”

Under Pay Range 2MX:

Add footnotes (3) and (8) to the following titles:

“Intergovernmental Policy Manager - Senior”
“Legislative Fiscal Manager - Senior”

Under Pay Range 4OX,

Delete current Footnote “(3)” and “(6)”

Add Footnotes “(3)” and “(6)” to read as follows:

“An employee promoted to this title will be paid at the step that is higher than the employee’s previous rate of pay. An employee promoted into this title may be placed at any rate in the pay range with the approval of the Labor Negotiator and the Chair of the Finance and Personnel Committee.”

Under Pay Range 4QX,

Add Footnote designations “(1)” and “(2)” to the title “Inspector of Police”

Add Footnotes “(1)” and “(2)” to read as follows:

“Recruitment may be at any point in the range with the approval of the Department of Employee Relations and the Chair of Finance and Personnel.”

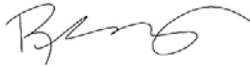
Under Pay Range 4RX,

Add Footnote designations “(5)” and “(10)” to the title “Assistant Fire Chief”

Add Footnotes “(5)” and “(10)” to read as follows:

“An employee promoted into this title may be placed at any rate in the pay range with the approval of the Labor Negotiator and the Chair of Finance and Personnel Committee.”

Respectfully submitted,



Renee Joos
Interim Employee Relations Director





City of Milwaukee Fiscal Impact Statement

A	Date <u>6/10/2022</u> File Number <u>220244</u> <input checked="" type="checkbox"/> Original <input type="checkbox"/> Substitute
	Subject <u>Communication from the Department of Employee Relations to add recruitment flexibility to various positions in various pay ranges.</u>

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

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
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. _____

J

This Note Was requested by committee chair.

**Department of Employee Relations
Fiscal Note Spreadsheet**

Finance and Personnel Committee Meeting of June 15, 2022

NEW COSTS FOR 2022

Pos.	Dept	From	PR	To	PR	Annual	Annual	Costs	Rollup	Rollup+ Sal
100	All Departments	Several Positions	N/A	Add Recruitment Flexibility	N/A	N/A	N/A	N/A	Recruitment Flexibility Only	

Assume effective date is Pay Period 14, 2022 (June 26, 2022).

NEW COSTS FOR FULL YEAR

Pos.	Dept	From	PR	To	PR	Annual	Annual	Costs	Rollup	Rollup+ Sal
100	All Departments	Several Positions	1EX	Add Recruitment Flexibility	1EX	N/A	N/A	N/A	Recruitment Flexibility Only	