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## LABOR AND EMPLOYEE RELATIONS

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Seasoned professional with proven success in a local government environment. Able to deliver results in a comprehensive employee relations/labor relations program. Demonstrated skills in creating and implementing policies and procedures that increase efficiencies. Highly adept at managing projects from concept to completion working with all levels of staff citywide.

### HIGHLIGHTS OF EXPERTISE

- Contract Negotiations
- Contract Language Development
- Employee Grievance Processing
- Interest Arbitration Prep/Presentation
- Grievance Arbitration Prep/Presentation
- Employee Relations
- Ordinance Interpretation & Development
- Conducting Training Sessions
- Policy Development and Administration

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## CAREER EXPERIENCE

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City of Milwaukee, Milwaukee, WI

### **FIRE & POLICE COMMISSION - DEPUTY DIRECTOR (2024)**

Assists in the daily management of the Fire and Police Commission (FPC). Serve as a senior strategist and analyst supporting the FPC. Represent the FPC with city and department staff, commissioners, department heads, and elected officials, engaging both community partners and policy makers to advance key initiatives. Provide support to the FPC leadership team by centering equity, coordinating priorities, streamlining processes, mitigating risk, and evaluating practices. Lead a variety of key projects to help ensure the FPC's goals and strategic objectives are met.

- ♦ Serve as Executive Director in the absence of the Director
- ♦ Represent FPC with elected officials, department heads, community leaders, and FPC Commissioners
- ♦ Develop policies and procedures
- ♦ Supervise administration, staffing, legal, and audit employees

### **LABOR NEGOTIATOR (2017 - 2024)**

Identified bargaining issues and strategies in the best interest of the City's collective bargaining process. Made recommendations to the Mayor and the Finance and Personnel Committee of the Common Council. Served as Chief spokesperson during the collective bargaining process. Presented collective bargaining agreements, code changes, and other legislation for approval before the Mayor and Common Council. Provided leadership and guidance on the interpretation of labor contracts, applications, and enforcement interpretations including the Code of Ordinances, Chapter 350, Salary Ordinance, discipline, and performance improvement. Prepared and presented the City's case at interest and grievance arbitrations in conjunction with the City Attorney's Office. Determined the handling of grievance arbitration requests. Oversaw compliance with the meet and confer provision established in the Code of Ordinances. Represented the City's interest in Wisconsin

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Employment Relations Commission matters including unit determinations, clarifications, and prohibited practice complaints. Served as hearing officer in all grievance procedures and the dispute resolution procedure for general City employees; issued findings and ensured implementation. Oversaw the labor relations division, including planning, staff supervision and evaluation, hiring, and staff training and development. Analyzed and developed recommendations in the areas of pension, health insurance, and other subjects of bargaining. Provided advice regarding legislation and other actions that may affect employee relations.

- ♦ Served as a member of the Mayor's cabinet
- ♦ Settled 7 labor contracts; during this time
- ♦ Served as representative before the Common Council's Finance and Personnel Committee

#### **LABOR RELATIONS OFFICER (2011 to 2015; 2015 to 2017)**

Advised city departments on labor contracts, applications, and enforcement interpretations including Code of Ordinance Chapter 350, Salary Ordinance, discipline, and performance improvement. Analyzed and answered employee inquiries and issues. Served as primary spokesperson during collective bargaining process. Acted as independent reviewer during third step of discipline and workplace safety grievance processes. Secured, arranged, and dispensed information for collective bargaining agreement costs. Communicated details for collective bargaining, mediation, interest, and grievance arbitration proceedings. Supplied data support at negotiations, interest, and grievance arbitrations. Testified at interest arbitrations. Studied and suggested options for collective bargaining and other labor relations issues. Authored and designed contract language. Created, conducted, and maintained results of surveys of comparable jurisdictions on diverse issues.

- ♦ Prepared for six interest and numerous grievance arbitrations.
- ♦ Settled 29 labor contracts.
- ♦ Helped rewrite Chapter 350 of Milwaukee Code of Ordinances.
- ♦ Served as representative before the Common Council's Finance and Personnel Committee

#### **POLICE DEPARTMENT HUMAN RESOURCES ADMINISTRATOR (2015)**

Supervised 14 human resource, payroll, and medical personnel. Directed command staff on HR policies, procedures, and organizational plans. Appointed as department liaison to Fire and Police Commission, additional city departments, employee groups, and labor unions. Represented chief and/or team in personnel issues related to Fire and Police Commission and/or Common Council. Guaranteed departmental policies and procedures complied with federal and state regulations and Fire and Police Commission rules, city ordinances, and labor agreements. Served as department liaison with city's bargaining team supplying details to help develop bargaining strategy. Managed contract provisions while counseling command staff and civilian managers on interpretation and application of labor matters.

- ♦ Administered grievance process and participated in Police Chief's step in the grievance process.
- ♦ Attended the Chief's pre-disciplinary meetings to advise the Chief, and command staff on potential disciplinary action.

#### **LABOR RELATIONS REPRESENTATIVE (2009 to 2011)**

Served as chief spokesperson in the collective bargaining process. Provided advice on labor contract interpretation, application, and enforcement including Code of Ordinance, Chapter 350 and the Salary Ordinance. Obtained, organized, and presented data for costing for collective bargaining agreements. Testified at interest arbitration.

- ♦ Studied and suggested collective bargaining and other labor relations issue proposals.

#### **LABOR RELATIONS ANALYST-SR (2007 to 2009); LABOR RESEARCH ANALYST (2007)**

Analyzed and answered employee questions and problems. Compiled and presented background on collective bargaining, mediation, interest, and grievance arbitration proceedings. Helped educate officials on labor contract interpretation, application, and enforcement. Utilized knowledge of information for collective bargaining, mediation, interest, and grievance arbitration proceedings. Provided information support at negotiations, interest, and grievance arbitrations.

- ♦ Developed, disseminated, and created electronic results of related comparable jurisdiction surveys.

#### ADDITIONAL EXPERIENCE

**Prosthetic Representative Trainee/Purchasing Agent/Supply Technician (2004 to 2006)** ▪ Veterans Administration Hospital, Milwaukee, WI

**Human Resources Intern (2003 to 2004)** ▪ Milwaukee Metropolitan Sewage District, Milwaukee, WI

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### **EDUCATION & CREDENTIALS**

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#### PROFESSIONAL DEVELOPMENT

- Public Leadership Credential, 2022, John F. Kennedy School of Government at Harvard University
- Harvard Business School Online, Certificate in Negotiation Mastery, October 2020
- Certificate in Labor Relations Management, UWM School of Continuing Education, 2009

#### Master of Public Administration

*University of Wisconsin-Milwaukee, Milwaukee, WI*

#### Master of Arts in Public Administration Coursework

*Minnesota State University-Mankato*

#### Bachelor of Science in Political Science and Public Administration

*University of Wisconsin-Stevens Point, Stevens Point, WI*

#### AFFILIATIONS

- National Public Employer Labor Relations Association (NPELRA), 2008-Present
- Wisconsin Public Employer Labor Relations Association (WPELRA), 2008-Present
- National Association for Civilian Oversight of Law Enforcement (NACOLE) 2024
- Public Sector HR Association (PSHRA), 2014-Present
- Society for Human Resource Management (SHRM), 2013-Present