



Department of Employee Relations

**Marvin E. Pratt**  
Acting Mayor

**Florence Dukes**  
Director

**David Heard**  
Fire and Police Commission  
Executive Director

**Michael Brady**  
Employee Benefits Director

February 23, 2004

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

Dear Committee Members:            Re: Common Council File Number 031283

The following title changes were approved by the Board of Fire and Police Commissioners on February 19, 2004.

In the Police Department, two positions of Police Commander, Salary Grade 012, were retitled to Inspector of Police, Salary Grade 012.

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

Sincerely,

Florence H. Dukes  
Employee Relations Director

FHD:pb

Attachments:    Job Evaluation Report  
                      Fiscal Note

c:            Chief Nannette Hegerty, Valarie Watson, Steven Settingsgaard, Mark Meyer,  
              Joseph Czarnecki, and Sandra Rotar

JOB EVALUATION REPORT

Fire and Police Commission Meeting Date: February 19, 2004

Department: Police

Present	Request
<b>Title:</b> Police Commander <b>Salary Grade:</b> 012 (\$64,363-\$90,108) <b>Incumbent:</b> Steven M. Settingsgaard <b>Current Rate:</b> Step 11 \$87,386 <b>Incumbent:</b> Mark A. Meyer <b>Current Rate:</b> Step 10 \$84,755	<b>Title:</b> Inspector of Police <b>Salary Grade:</b> 012 (\$64,363-\$90,108) <b>Incumbent:</b> Steven M. Settingsgaard <b>Current Rate:</b> No Change <b>Incumbent:</b> Mark A. Meyer <b>Current Rate:</b> No Change
<b>Recommendation:</b> <b>Title:</b> Inspector of Police <b>Salary Grade:</b> 012 (\$64,363-\$90,108) <b>Incumbent:</b> Steven M. Settingsgaard <b>Current Rate:</b> No Change <b>Incumbent:</b> Mark A. Meyer <b>Current Rate:</b> No Change	
<b>Rationale:</b> The Department has requested that these positions be returned to the title of Inspector of Police to bring the positions in line with the current rank structure of the Police Department.	
<b>History:</b> These positions were retitled to Police Commander in October 1997 as part of a large reorganization within the department.	

**Actions:**

In the Salary Ordinance, under Salary Grade 012, delete the title "Police Commander" and add the title "Inspector of Police."

In the Positions Ordinance, under Police Department, Administration/Services Decision Unit, Internal Affairs Division, delete one position of Police Commander and add one position of Inspector of Police; under Technical Services Bureau, delete one position of Police Commander and add one position of Inspector of Police.

**Background:**

Employee Relations received a request from the Fire & Police Commission and the Police department on January 26, 2004 to retitle two positions of Police Commander to Inspector of Police. Incumbents of these positions manage Internal Affairs and the Technical Services Bureau respectively. Discussions on this request were held with Valerie Watson, Police Department Personnel Administrator.

**Analysis:**

In October of 1997, the Police department administration requested and was granted a reclassification of these positions from Inspector of Police to Police Commander. This change was a part of a larger organizational reorganization and reclassification request at that time.

Two Positions  
Police Commander . . . #2

February 19, 2004

The Department has requested that the positions be returned to the title of Inspector of Police to bring the positions in line with current rank structure within the department. This requested title of Inspector of Police is also in line with the rank structure reflected by Wisconsin State Statute 62.50 (7) for police and fire departments in 1<sup>st</sup> class cities.

Employee Relations staff has reviewed the job descriptions and determined that the level and scope of responsibility remain the same. The department has not requested a change in salary grade for these positions.

**Recommendation:**

We therefore recommend that these positions of Police Commander be reclassified as Inspector of Police in Salary Grade 012.

Prepared By: Andrea Knickerbocker st  
Andrea Knickerbocker, Human Resources Manager

Reviewed By: Florence Dukes  
Florence Dukes, Employee Relations Director

February 12, 2004