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REVISED 12/11/2024

Department of Employee Relations

JOB EVALUATION REPORT

Fire and Police Commission Meeting: November 21, 2024 (APPROVED)

Note: Positions highlighted with grey have previously been approved by the Finance and Personnel Committee. Not highlighted recommendations did not change but further details provided per Finance and Personnel request.

Police Department

| Current | Recommendation |
|--|--|
| Inspector of Police PR 4QX: (\$103,384 - \$144,744) FN: Recruitment at any rate with approval of DER and F&P Chair (Five positions) | Inspector of Police PR 4UX: (\$154,101 - \$185,792) (Five positions) |

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

Police Department - Reallocation Recommendations

| | |
|--|---|
| Police Services Specialist-Investigator PR 5GN (\$53,351 - \$66,689) FN: Additional \$.65 per hour when designated to act as a lead. (24 Positions, 13 @ 0.5 FTE Positions) | Police Services Specialist-Investigator PR 5JN: (\$60,036 - \$75,045) FN: Minimum Rate: \$62,229 FN: Additional \$.65 per hour when designated to act as a lead. (24 Positions, 13 @ 0.5 FTE Positions) |
| Police Services Specialist PR 6CN: (\$38,849 - \$46,618) (Two Positions, 18 @ 0.5 FTE Positions) | Police Services Specialist PR 6KN: (\$49,095 - \$58,914) FN: Minimum Rate: \$49,399 (Two Positions, 18 @ 0.5 FTE Positions) |

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

Fire Department

| Current | Recommendation |
|--|--|
| Deputy Chief, Fire PR 4OX: (\$127,961 - \$135,793) (Seven Positions) | Deputy Chief, Fire PR 4TN: (\$138,250 - \$175,275) (Seven Positions) |
| Battalion Chief, Fire PR 4MX: (\$119,564 - \$126,882) (18 Positions) | Battalion Chief, Fire PR 4SN: \$125,682 - \$164,446) (18 Positions) |

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

This job evaluation study addresses the market rates of pay and classification level of sworn supervisory positions in the Police and Fire Department, makes recommendations on the FLSA status of Fire Department Battalion Chiefs and Deputy Chiefs, and addresses the market rates of pay and classification levels for the Police Services Specialist and Police Services Specialist-Investigators.

The job evaluation analysis and recommendation process included a review of a position's duties and responsibilities, impact and accountability, relationship responsibilities, working conditions, as well as minimum

education and experience required. These recommendations are meant to ensure that we pay the industry standard in order to successfully recruit and retain employees.

Police Department

The following two charts detail pay comparisons to related positions in the Police Department

| Title | Pay Range | Pay Range Minimum | Title Minimum | Pay Range Maximum |
|----------------------------|------------|-------------------|------------------|-------------------|
| Chief of Police | 4ZX | \$177,600 | \$177,600 | \$248,631 |
| Assistant Chief of Police | 4XX | \$158,063 | \$158,063 | \$221,281 |
| Inspector of Police | 4QX | \$103,384 | \$103,384 | \$144,744 |
| Deputy Inspector of Police | 4PX | \$129,900 | \$145,495 | \$156,957 |
| Captain of Police | 4NX | \$116,046 | \$129,900 | \$140,092 |
| Lieutenant of Police | 4LN | \$103,718 | \$116,046 | \$125,100 |

| Title | Pay Range | Pay Range Minimum | Title Minimum | Pay Range Maximum |
|--|------------|-------------------|-----------------|-------------------|
| Human Resources Assistant | 5JN | \$60,036 | \$62,229 | \$75,045 |
| Program Assistant III | 5JN | \$60,036 | \$62,229 | \$75,045 |
| Police Records Specialist III | 5IN | \$57,620 | \$57,620 | \$72,025 |
| Program Assistant II | 5IN | \$57,620 | \$57,620 | \$72,025 |
| Community Service Officer | 5HN | \$55,728 | \$56,842 | \$69,660 |
| Police Records Specialist II | 5HN | \$55,728 | \$55,728 | \$69,660 |
| Program Assistant I | 5GN | \$53,351 | \$53,351 | \$66,689 |
| Police Services Specialist-Investigator | 5GN | \$53,351 | \$53,351 | \$66,689 |
| Office Assistant IV | 6KN | \$49,095 | \$49,399 | \$58,914 |
| Police District Administrative Assistant | 6KN | \$49,095 | \$49,399 | \$58,914 |
| Inventory Control Assistant I | 8BN | \$47,105 | \$49,340 | \$57,244 |
| Office Assistant III | 6GN | \$44,909 | \$44,909 | \$53,891 |
| Police Records Specialist I | 6GN | \$44,909 | \$44,909 | \$53,891 |
| City Laborer | 8AN | \$44,862 | \$44,862 | \$53,601 |
| Office Assistant II | 6DN | \$40,826 | \$40,826 | \$48,991 |
| Police Services Specialist | 6CN | \$38,849 | \$38,849 | \$46,618 |

Inspector of Police

| | |
|---|---|
| PR 4QX: (\$103,384 - \$144,744) FN: Recruitment at any rate with approval of DER and F&P Chair (Five positions) | PR 4UX: (\$154,101 - \$185,792) (Five positions) |
|---|---|

The Inspector of Police is responsible for the oversight of all operations of the department, as has complete charge of the department during those hours when the command staff is not on duty. This position has the responsibility to ensure the efficient and effective operation of the department in the delivery of services by exacting compliance with all rules, regulations, and standard operating procedures; adherence to all orders and directives of the Chief of Police; and to ensure the maintenance of the general good order of the department through constant oversight of all its operations.

Analysis and Recommendations

In considering a proposed pay range for the Inspector of Police title, this recommendation has taken into consideration the rates of pay for direct reports as well as higher level leadership positions.

- The rates of pay for the Milwaukee Police Supervisors Organization (MPSO) were updated pay period 14, 2024. These rates take into consideration the market rates of pay for comparable positions in Wisconsin jurisdictions.

- The rates of pay for Milwaukee Police Department leadership positions were set as a part of the City of Milwaukee Leadership report effective pay period 10, 2024.

The following chart shows MPSO pay ranges, Police Leadership position pay ranges as well as the current and proposed Inspector of Police pay ranges.

| Title | PR | Annual Minimum | Annual Maximum | Employee Group |
|---------------------------------------|------------|----------------|----------------|----------------|
| Chief of Police | 4ZX | 177,600 | 248,631 | |
| Assistant Chief of Police | 4XX | 158,063 | 221,281 | |
| Inspector of Police (proposed) | 4UX | 154,101 | 185,792 | |
| Deputy Inspector of Police | 4PX | 145,495 | 156,957 | MPSO |
| Inspector of Police (current) | 4QX | 103,384 | 144,744 | |
| Captain of Police | 4NX | 129,900 | 140,092 | MPSO |
| Lieutenant of Police | 4LN | 116,046 | 125,100 | MPSO |
| Police Sergeant | 4GN | 107,311 | 111,328 | MPSO |

Following the provisions for promotions in the Salary Ordinance, a Deputy Inspector of Police, when promoted to Inspector of Police, to be paid an additional 10% or the minimum of the pay range, whichever is higher. (Example: \$145,495 + 10% = \$160,044)

For context on the rates of pay for Police leadership positions, a 2024 market study conducted by the City of Virginia Beach, Virginia provides the following comparisons for Chief of Police.

| 2024 Virginia Beach, Virginia Director Survey - Police Chief (Sorted by Actual Salary) | | | | | |
|--|------------------------|------------------|------------------|------------------|--------------------------|
| City | Job Title | Minimum | Maximum | Actual Salary | Tenure with organization |
| City of Aurora, CO | Police Chief | \$188,531 | N/A | \$294,580 | 2 months |
| City of Washington, D.C. | Police Chief | N/A | N/A | \$269,999 | 2 years |
| City of San Antonio, TX | Police Chief | \$183,007 | \$292,811 | \$269,092 | 8 years |
| City of Fort Worth, TX | Police Chief | \$156,801 | N/A | \$258,722 | 23 years |
| City of Columbus, OH | Police Chief | \$174,762 | N/A | \$258,232 | N/A |
| City of Denver, CO | Chief of Police | N/A | N/A | \$255,804 | 35 years |
| City of Phoenix, AZ | Police Chief | \$233,314 | \$303,306 | \$254,155 | 1 year |
| City of Atlanta, GA | Police Chief | \$171,491 | \$257,236 | \$249,321 | 22 years |
| City of Detroit, MI | Chief of Police | \$175,370 | \$280,892 | \$243,152 | 28 years |
| City of Tucson, AZ | Police Chief | \$143,354 | \$263,786 | \$231,750 | 2.5 years |
| City of Norfolk, VA | Chief of Police | \$155,277 | \$252,493 | \$231,000 | 1 year |
| City of Newport News, VA | Chief of Police | N/A | N/A | \$226,000 | 6 years |
| City of Richmond, VA | Chief of Police | \$155,234 | \$247,986 | \$225,287 | 1 year |
| City of Albuquerque, NM | Chief of Police | \$155,002 | N/A | \$223,683 | 6 years |
| City of Chesapeake, VA | Chief of Police | \$116,413 | \$209,543 | \$207,500 | 2.75 years |
| City of Tulsa, OK | Police Chief | \$138,353 | N/A | \$200,466 | 27 years |
| City of Hampton, VA | Police Chief | N/A | N/A | \$195,000 | 35 years |
| City of Milwaukee, WI | Chief of Police | \$177,600 | \$248,631 | \$184,757 | 25 years |
| City of Portsmouth, VA | Police Chief | \$113,829 | \$204,893 | \$179,760 | 20 years |
| City of Baton Rouge, LA | Police Chief | \$99,338 | N/A | \$165,178 | Not Provided |

The chart below shows the recommended pay range for Inspector of Police alongside the pay ranges for other City of Milwaukee leadership and management positions.

| Department | Title | PR | Minimum | Maximum |
|----------------|--|------------|------------------|------------------|
| ERS | Chief Investment Officer | 1XX | \$199,551 | \$279,362 |
| ERS | Employes' Retirement System-Executive Director | 1WX | \$188,256 | \$263,549 |
| Police | Chief of Police | 4ZX | \$177,600 | \$248,631 |
| Fire | Fire Chief | | | |
| Mayor | Mayor | EOE | \$169,436 | Actual |
| City Attorney | City Attorney | | | |
| DOA | Administration Director | 1UX | \$167,546 | \$234,557 |
| DNS | Commissioner-Building Inspection | | | |
| DCD | Commissioner-City Development | | | |
| Health | Commissioner-Health | | | |
| DPW | Commissioner-Public Works | | | |
| Police | Assistant Chief of Police | 4XX | \$158,063 | \$221,281 |
| Fire | Assistant Fire Chief | | | |
| ERS | Deputy Chief Investment Officer | 1TX | \$158,063 | \$221,281 |
| DOA-Budget | Budget & Management Director | 1SX | \$149,117 | \$208,755 |
| DOA-ITMD | Chief Information Officer | | | |
| Mayor | Chief of Staff | | | |
| DPW-Infra | City Engineer | | | |
| Assessors | Commissioner of Assessments | | | |
| City Attorney | Deputy City Attorney | | | |
| DNS | Deputy Commissioner-Building Inspection | | | |
| DER | Employee Relations Director | | | |
| ERS | Employes' Retirement System-Deputy Director | | | |
| DOA-IRD | Legislative Liaison Director | | | |
| Library | Milwaukee Public Library Director | | | |
| DPW-Oper | Operations Division Director | | | |
| DPW-WW | Water Works Superintendent | | | |
| Police | Chief of Staff Police | 1RX | \$140,676 | \$196,940 |
| DCD | Deputy Commissioner-City Development | | | |
| DEC | Emergency Communications Director | | | |
| ERS | Employes' Retirement System-Chief Technology Officer | | | |
| FPC | Fire and Police Commission Executive Director | | | |
| Port Milwaukee | Municipal Port Director | | | |
| DNS | Neighborhood Services Operations Director | | | |
| DOA | Administration Deputy Director | 1QX | \$132,713 | \$185,792 |
| DOA-CDXX | Block Grant Director | | | |
| DOA-Purchasing | City Purchasing Director | | | |
| Library | Deputy Library Director | | | |
| DPW-Infra | Infrastructure Administration Manager | | | |
| DPW-WW | Water Works Administration Manager | | | |
| Police | Inspector of Police | 4UX | \$154,101 | \$185,792 |
| Fire | Deputy Chief, Fire | 4TN | \$138,250 | \$175,275 |
| Fire | Battalion Chief, Fire | 4SN | \$125,682 | \$164,446 |

This communication recommends raising the market rate of pay for Inspector of Police to 4UX: (\$154,101 - \$185,792).

- The current pay range is out of alignment due to the Milwaukee Police Supervisors Organization union contract. Inspector of Police is currently paid less than a lower level represented title.
- The proposed minimum rate of pay of \$154,101 aligns with the 10% promotional pay increase of an employee moving up from the rank of Captain of Police to Inspector of Police.

- Deputy Inspector of Police is an unused title and has been removed from the Fire and Police Commission and will be removed from future contracts.
- The pay ranges for the Chief of Police and Assistant Chief of Police titles were approved as a part of the city leadership report effective in pay period 10, 2024. A recent market study of pay for Police Chief shows that the pay for the City of Milwaukee’s position is much lower than the actual pay of chiefs in comparable jurisdictions.
- The proposed pay range places Inspector of Police at a level comparable to Administration Deputy Director, Block Grant Director, City Purchasing Director, Deputy Library Director, Infrastructure Administration Manager, and Water Works Administration Manager.

Recruitment flexibility at any point in the pay range will remain with updated language to Part II of the Salary Ordinance that allows approval by DER and the Chair of the Committee on Finance and Personnel.

Police Services Specialist-Investigator

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|--|--|
| PR 5GN: (\$53,351 - \$66,689) FN: Additional \$.65 per hour when designated to act as a lead. (24 Positions, 13 @.5 FTE) | PR 5JN: (\$60,036 - \$75,045) FN: Minimum Rate: \$62,229 FN: Additional \$.65 per hour when designated to act as a lead. (24 Positions, 13 @.5 FTE) |
|--|--|

Police Services Specialist-Investigators will relieve full-duty law enforcement officers engaged in indirect law enforcement activities at locations throughout the Department, by performing the duties associated with such activities. The incumbents of these positions perform a variety of assignments requiring specific knowledge of police policies, procedures, methods and law enforcement techniques. Assignments may include:

- Background investigations for sworn police and fire candidates, as well as civilian candidates
- Assist with residency investigations, civil litigation investigations and rule violations regarding attendance.
- Follow-up investigations to include forger/white collar crime, License Investigation unit, ‘cold’ criminal cases, and gold and silver pawn shops.
- Assist the City Attorney’s office with record requests and litigations to include responding to requests for information, assisting with the research, compilation and dissemination of MPD records as mandated by Wisconsin State Statutes pursuant to the Open Records law, applicable Federal and State Supreme Court decisions and MPD policy
- Serve as a District Station Crime Analysis Officer by assisting the Community Liaison Officer in gathering data and analyzing crime trends. Assist in distributing crime prevention materials and coordinating block watchers, and community meetings.

Minimum requirements include three years’ experience as a former law enforcement officer who resigned or retired in good standing.

Program Assistant III positions are the highest level of the Program Assistant job series. These positions perform a variety of office and administrative work in support of a distinct area of operations within a city department and their work supports a significantly complex program or area of operation. In addition to requiring the equivalent knowledge and skill normally obtained with a bachelor’s degree, these positions require an extensive knowledge of technical and/or administrative information.

The responsibilities of the Police Services Specialist-Investigator are comparable in the level of responsibility and nature of work to that of other Program Assistant III positions. This report recommends reallocating the title to pay range 5JN: (\$60,036 - \$75,045, with minimum rate at \$62,229).

Police Services Specialist

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|--|--|
| PR 6CN: (\$38,849 - \$46,618) (Two Positions, 18 @.5 FTE) | PR 6KN: (\$49,095 - \$58,914) FN: Minimum Rate: \$49,399 (Two Positions, 18 @.5 FTE) |
|--|--|

Police Service Specialists will relieve full-duty law enforcement officers engaged in indirect law enforcement activities, at locations throughout the Department, by performing the duties associated with such activities. Under supervision, incumbents of these positions are engaged in a variety of Police Department assignments requiring specific knowledge of police policies, procedures, methods and law enforcement techniques. Examples of work assignment for Police Services Specialists include, but are not limited to:

- Property control and inventory
- Identification Division support duties
- Crime prevention
- Vehicle services related duties
- License investigation
- Police district support duties (i.e., answering phones, console operator, taking and filing complaints from persons who walk into police stations, etc.)
- May be assigned to deliver reports and other documents to persons and locations.
- Performs various other duties of an emergency and non-emergency nature as designated by a supervisor.

Minimum requirement include experience as a former law enforcement officer who resigned or retired in good standing.

The responsibilities of the Police Services Specialist encompass duties similar to that of an Office Assistant IV, Police District Administrative Assistant, and Inventory Control Assistant I.

A Police District Administrative Assistant performs general clerical duties in accordance with standard procedures in a variety of assignments at the Police District Stations. Screens telephone calls, answers questions, and provides information to external customers and internal personnel. Duties include:

- Answering and screening calls from citizens, police officers, department members, and other City Departments; providing information and/or referring to appropriate source.
- Working as console operator, providing wanted/record checks to police officers, verifying and preparing paperwork on warrants and preparing prisoner packages.
- Processing payroll: entering timecards, monitoring accrued time off, producing daily lineups.
- Managing incoming/outgoing mail, making copies, managing office supplies, copying, maintaining files, assisting supervisors with preparation of reports. Assisting citizens with reports and purchasing parking permits.

An Inventory Control Assistant receives, disburses, stocks and delivers police equipment, printed forms, first aid supplies, office supplies and paper to 34 locations within the department. Assists the Printing and Stores Supervisor in maintaining efficiency, preparing various reports for department personnel such as usage, destruction reports and new product recommendations as requested. Inspection and quality control of supplies to insure they comply to standards. Taking telephone, e-mail, and in-person inquiries from department personnel concerning supply requests and needs. Cleaning and organization of Stores warehouse to maintain efficiency to make maximum use of space and insure safety.

The duties of the Police Services Specialist are comparable in the level of responsibility and nature of work to that of a Police District Administrative Assistant. This report recommends reallocating the title to pay range 6KN: (\$49,095 - \$58,914, minimum rate of \$49,399).

Fire Department

Deputy Chief, Fire

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| PR 40X: (\$127,961 - \$135,793) (Seven Positions) | PR 4TN: (\$138,250 - \$175,275) (Seven Positions) |
|--|--|

Deputy Chief, Fire – Firefighting – Three Positions

These three positions oversee the day-to-day operations, including overtime hiring, of the Firefighting Division, which includes all sworn field-assigned personnel in five battalions, in a high-level leadership capacity. This position is responsible for identifying operational efficiencies, developing and implementing operational policies for the suppression forces, and developing and adhering to sound fiscal management practices.

- Responds on alarms as specified by the Chief and to any other alarms which in their judgment, warrants their service. Sizes up incidents to determine the most effective, efficient, and safe use of personnel, equipment, and apparatus to control fire and emergency situations in accordance with department policies and procedures. Assumes and retains command at the scene of an alarm until relieved of command.
- Manages and monitors day-to-day staffing assignments, hiring overtime as needed.
- Oversees shuttling of staff to accommodate training events.
- Creates quarters' inspections schedule and conducts said inspections.
- Performs as department's Public Information Officer. Promotes positive public relations through community involvement and superior customer service.
- Conducts strategic planning. Analyzes, develops, and sets department goals and objectives.
- Counsels, motivates, and maintains subordinate performance. Interprets and implements operations' policies and procedures. Provides oversight and direction to all field-assigned, sworn personnel. Reads charges of department rules and regulations violations to members; serves on trials and boards of review.
- Chairs committees as designated by the Chief. Acts as Chief's designee to represent the department at public functions, meetings, etc.

Deputy Chief, Fire – Special Operations – One Position

This position is part of the senior management team, with responsibility for helping to manage and change the departmental vision, for developing both our short-term and long-range strategic plans, policy and procedure creation, and yearly and long-range budget development and management.

The position manages the planning, training, budget, staffing, administration, and operations for the department's special teams, ensuring adequate preparation for specialty incident and event response related to hazardous materials, structural collapse rescue, tunnel rescue, trench rescue, high and low angle rope rescue, tactical emergency medical services, fire origin and cause investigations, incident management, and all emergencies in or on the water or ice.

Duties also include coordinating the department's Mutual Aid Box Alarm System (MABAS), Honor Guard deployment, homeland safety and security, interagency and inter-jurisdiction liaison, special event planning and response coordination, and federal and state dignitary visit planning and response coordination.

- Acts as preparedness coordinator for special teams and specialty units including the Fire Investigation Unit, Hazardous Materials Team, Heavy Urban Rescue Team, Marine Operations (Dive and Fireboat Teams), Tactical Emergency Medical Services Team, Incident Command Post Team, and the Honor Guard; managing supervisory personnel and directing incident command. Performs as a command liaison/advisor between special teams and incident commanders during specialty response.
- Coordinates and is responsible for disaster management planning, research, and exercise development.
- Acts as a liaison with other agencies involved in emergency management. Serves on committees and boards deemed appropriate by the Chief. Acts as the Chief's designee to represent the department through public functions, meetings, media, etc.
- Manages special event and dignitary visit planning and coordinates department resources, gaining reimbursement for personnel and equipment as appropriate.
- Responds to alarms as specified by the Chief as warranted. Coordinates and manages incidents to determine the most effective, efficient and safe use of personnel, equipment, and apparatus to control emergency situations, in accordance with department policies and procedures.
- Coordinates multi-agency training sessions and exterior training/preparedness opportunities.
- Develops and maintains emergency response plans.
- Researches, reviews, recommends, and procures specialty preparedness equipment and supplies.

- Promotes positive public relations through community involvement, private/public relationship building, and superior customer service.
- May function as a safety officer or RIT Officer at greater alarms and/or multi-agency responses.
- May refer charges and take disciplinary action in cases of specific and direct violation of rules and regulations.
- Counsels, motivates, and maintains subordinate performance.
- Provides direct and actionable oversight and direction to special team personnel.

Deputy Chief, Fire – Construction and Maintenance Division – One Position

This position is part of the senior management team, with responsibility for helping to manage and change the departmental vision, for developing both our short-term and long-range strategic plans, policy and procedure creation, and yearly and long-range budget development and management.

Oversee the planning and coordination of all maintenance and repairs to the department fleet, which includes specialized fire apparatus and other vehicles, and 38 buildings, including budgeting, capital improvement plans, procurement planning, establishment and monitoring of department policies, tracking procedures, and research and development. Oversees the maintenance and operational readiness of the department's fleet and facility buildings. Ensures equipment and apparatus meet the needs of the department.

- Creates capital improvement plans for apparatus purchases. Creates capital improvement plans for replacement of facilities.
- Works with vendors and other City agencies in procuring services and equipment.
- Creates and oversees budgets for operating and equipment accounts.
- Creates tracking procedures for commodity and labor usages, as well as loss prevention.
- Works with Fire Human Resources Administrator on hiring for positions; including interviewing of candidates and formulation of assessment components.
- Researches and explores cost-saving procedures and products related to apparatus and facilities.
- Supervises design, remodeling, repairs, and upgrades of facilities.
- Supervises apparatus specifications and design.
- Promotes positive public relations through community involvement, private/public relationship building, and superior customer service.
- Serves on committees and boards deemed appropriate by the Chief. Acts as the Chief's designee to represent the department through public functions, meetings, media, etc.
- May refer charges and take disciplinary action in cases of specific and direct violation of rules and regulations. Counsels, motivates, and maintains subordinate performance.

Deputy Chief, Fire – Emergency Medical Services – One Position

This position is part of the senior management team, with responsibility for helping to manage and change the departmental vision, for developing both our short-term and long-range strategic plans, policy and procedure creation, and yearly and long-range budget development and management.

Administratively manage the EMS Division, which includes budget, grant and contract preparation, establishment and monitoring of department policies, and coordination of training and education, as well as coordinate the operation of emergency medical services (EMS) activities and related programs for the department, functioning in a leadership capacity to ensure that proper mission, values, customer service, and fiscal responsibilities are met.

- Coordinates and manages EMS training, providing oversight for education and licensing. Acts as a liaison with other agencies involved in emergency medical services.
- Provides oversight and management for EMS equipment and supplies. Ensures budgetary compliance.
- Manages quality assurance and quality improvement for EMS-related events.
- Develops and coordinates the Multiple Casualty Incident (MCI) operations plan. Manages equipment for MCI incidents. Manages special event planning and coordination of department resources at the events.
- Manages Tactical Emergency Medical Services (TEMS) operations.
- Provides oversight for the Community Paramedic – Mobile Integrated Health Program.

- Manages ALS billing and collection operations.
- Manages contract and budget compliance for EMS-related services.
- Coordinates EMS disaster planning and operations for all hazards, including terrorism, naturally occurring events, disease outbreaks, and large-scale hazards.
- Manages Basic Life Support (BLS) and Advanced Life Support (ALS) transport operations.
- Analyzes, develops, and implements approved EMS-related department goals and objectives.
- Promotes positive public relations through community involvement, private/public relationship building, and superior customer service.
- Manages Emergency Medical Technician-Paramedic (EMT-P) continuing education and monitors benchmarks, coordinating training sessions as needed.
- May prefer charges and take disciplinary action in cases of specific and direct violation of rules and regulations. Counsels, motivates, and maintains subordinate performance.
- Serves on committees and boards deemed appropriate by the Chief. Acts as the Chief's designee to represent the department through public functions, meetings, media, etc.

Deputy Chief, Fire – Training Division – One Position

This position is part of the senior management team, with responsibility for helping to manage and change the departmental vision, for developing both our short-term and long-range strategic plans, policy and procedure creation, and yearly and long-range budget development and management.

Oversee the coordination, planning, budgeting, and operation of all departmental training (firefighting in-service, company-based, professional development, recruit, and cadet), including establishing attainable performance standards and evaluations, and managing community relations and fire prevention activities as they relate to fire education for the citizens of the City of Milwaukee.

- Identifies specific training needs of the department and develops programs to meet those objectives which may require creatively researching outside educational resources and certification programs.
- Establishes performance standards in cooperation with the Fire Chief to be met by members, whether cadet, recruit, probationer, or veteran. Creates supplemental training programs to enable members to achieve set standards.
- Manages fourteen-week recruit training classes. Manages the two-year fire cadet curriculum, training, and fire education assignments.
- Schedules, plans, and supervises in-service instruction. Develops and presents in-service training to Chief Officers.
- Counsels, motivates, and maintains subordinate performance. May prefer charges and take disciplinary action in cases of specific and direct violation of rules and regulations.
- Assists the Fire and Police Commission with recruitment for the Fire Cadet Program and general firefighter recruitment.
- Assists with policy development concerning safety, incident command, hi-rise protocol, firefighting equipment and vehicle operations, training goals, and any other fire-service related topics.
- Manages public education programs and community service obligations. Promotes positive public relations through community involvement, private/public relationship building, and superior customer service.
- Coordinates and oversees research, development, and testing of new firefighting, rescue, and EMS equipment, including making recommendations for purchase.
- Oversees the updating of department training manuals in order to keep current with changing policies and procedures.
- Manages the personal protective equipment maintenance facility and establishes policy and procedures for the inspection, testing, and maintenance of turnout gear and personal protective equipment.
- Serves on committees and boards deemed appropriate by the Chief. Acts as the Chief's designee to represent the department through public functions, meetings, media, etc.

Battalion Chief, Fire

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|---|---|
| PR 4MX: (\$119,564 - \$126,882) (18 Positions) | PR 4SN: (\$125,682 - \$164,446) (18 Positions) |
|---|---|

The primary duty of a Battalion Chief, Fire is to command and assume responsibility of all responding fire department forces operating at the scene of emergencies until relieved by a superior ranking officer. Responsibility includes:

- Size up incidents to determine the most effective, efficient, and safe use of personnel, equipment, and apparatus to control fire and emergency situations in accordance with Milwaukee Fire Department policies and procedures. Assumes and retains command at the scene of an alarm until relieved of command.

The secondary duty of a Battalion Chief, Fire is to administer activities of assigned battalion for assigned shift including management of battalion staffing, maintenance of discipline, establishment and monitoring of battalion and department policies, coordination of training sessions, plus the maintenance of high standards of performance for personnel, equipment, and quarters. Responsibilities include:

- Maintains daily management of battalion staffing assignments, equipment, apparatus, and quarters.
- Accountable for timely submission of all battalion reports and records in the battalion, as well as accuracy of same.
- Coordinates drills and training sessions as prescribed or needed.
- Counsels, motivates, and maintains subordinate performance. Provides oversight and direction to field assigned sworn personnel.
- Establishes rules for the conduct of quarters and activities consistent with regulations prescribed in department rules and regulations.
- Coordinates inspections of properties within assigned battalion, including quarters and equipment.
- Interprets and implements operational policies and procedures.
- Promotes positive public relations through community involvement and superior customer service.
- Investigates department vehicular accidents.
- Reads charges of department rules and regulations violations to members; serves on trials and boards of review.
- Acts as Chief's designee to represent the department

Analysis and Recommendations

In considering proposed pay ranges for the titles of Deputy Chief, Fire and Battalion Chief, Fire, this recommendation has taken into consideration the rates of pay for direct reports as well as higher level leadership positions.

- The current rates of pay for the Milwaukee Professional Fire Fighters' Association (Local 215) are from the 2021-2022 contract.
- The rates of pay for Milwaukee Fire Department leadership positions were set as a part of the City of Milwaukee Leadership report effective pay period 10, 2024.

The following chart shows Local 215 pay ranges, Fire Leadership position pay ranges as well as the current and proposed Deputy Chief, Fire and Battalion Chief, Fire pay ranges.

| TITLE | PR | Annual Minimum | Annual Maximum | Employee Group |
|---|------------|------------------|------------------|----------------|
| Fire Chief | 4ZX | \$177,600 | \$248,631 | |
| Assistant Fire Chief | 4XX | \$158,063 | \$221,281 | |
| Deputy Chief, Fire (proposed) | 4TN | \$138,250 | \$175,275 | |
| Battalion Chief, Fire (proposed) | 4SN | \$125,682 | \$164,446 | |
| Deputy Chief, Fire (current) | 4OX | \$127,961 | \$135,793 | |
| Battalion Chief, Fire (current) | 4MX | \$119,564 | \$126,882 | |
| Fire Captain | 4JN | \$94,272 | \$114,256 | Lo. 215 |
| Fire Lieutenant | 4EN | \$92,028 | \$99,485 | Lo. 215 |

Following the provisions of the Salary Ordinance, a Fire Captain, when promoted to Battalion Chief, Fire to be paid an additional 10% or the minimum of the pay range, whichever is higher.
 (Example: \$114,256 + 10% = \$125,582)

A Battalion Chief, Fire, when promoted to Deputy Chief, Fire to be paid an additional 10% or the minimum of the pay range, whichever is higher. (Example: \$125,628 + 10% = \$138,250)

For context on the rates of pay for Fire leadership positions, a 2024 market study conducted by the City of Virginia Beach, Virginia provides the following comparisons for Fire Chief.

| 2024 City of Virginia Beach, Virginia Director Survey - Fire Chief (Sorted by Actual Salary) | | | | | | |
|--|--------------------------------------|------------------|------------------|------------------|--------------------------|--|
| City | Job Title | Minimum | Maximum | Actual Salary | Tenure with organization | |
| City of Phoenix, AZ | Fire Chief | \$211,973 | \$275,558 | \$325,518 | 30 years | |
| City of San Diego, CA | Fire Chief | \$92,088 | \$348,840 | \$312,480 | 12 years | |
| City of Washington, D.C | Fire Chief | \$234,899 | \$305,369 | \$246,930 | 32 years | |
| City of Fort Worth, TX | Fire Chief | \$156,801 | \$258,722 | \$243,355 | 5 years | |
| City of Columbus, OH | Fire Chief | \$150,966 | N/A | \$232,315 | N/A | |
| City of Denver, CO | Chief of Fire | N/A | N/A | \$230,254 | 25 years | |
| City of Atlanta, GA | Fire Chief | \$152,914 | \$224,342 | \$230,000 | 31 years | |
| City of Tucson, AZ | Fire Chief | \$143,354 | \$263,786 | \$226,600 | 4.63 years | |
| City of Aurora, CO | Fire Chief | \$176,779 | \$276,217 | \$220,500 | 1 year | |
| City of Richmond, VA | Chief of Fire and Emergency Services | \$155,234 | \$247,986 | \$216,608 | 8 years | |
| City of Tulsa, OK | Fire Chief | \$138,353 | \$241,208 | \$200,000 | 29 years | |
| City of Las Vegas, NV | Director, Fire & Rescue | \$126,023 | \$201,639 | \$197,032 | 2 years | |
| City of Norfolk, VA | Chief of Fire-Rescue | \$136,430 | \$234,543 | \$188,600 | 42 years | |
| City of Milwaukee, WI | Fire Chief | \$177,600 | \$248,631 | \$184,757 | 26 years | |
| City of Albuquerque, NM | Fire Chief | \$165,006 | \$184,704 | \$184,704 | 18 years | |
| City of Newport News, VA | Fire Chief | N/A | N/A | \$182,786 | 20 years | |
| City of Portsmouth, VA | Fire Chief | \$113,829 | \$204,893 | \$179,760 | 6 years | |
| City of Chesapeake, VA | Fire Chief | \$116,413 | \$209,543 | \$178,188 | .5 years | |
| City of Hampton, VA | Fire Chief | N/A | N/A | \$177,688 | 27 years | |
| City of Detroit, MI | Fire Commissioner | \$105,411 | \$172,833 | \$170,626 | 38 years | |
| City of Suffolk, VA | Fire Chief | \$105,000 | \$178,500 | \$168,000 | 6 years | |
| City of Baton Rouge, LA | Fire Chief | \$81,684 | \$147,532 | \$147,532 | 3 years | |

The chart below shows the recommended rates of pay for Deputy Chief, Fire and Battalion Chief, Fire alongside the pay ranges for other City of Milwaukee leadership and management positions.

| Department | Title | PR | Minimum | Maximum |
|-----------------|--|------------|------------------|------------------|
| DOA | Administration Deputy Director | 1QX | \$132,713 | \$185,792 |
| DOA-CDXX | Block Grant Director | | | |
| DOA-Purchasing | City Purchasing Director | | | |
| Library | Deputy Library Director | | | |
| DPW-Infra | Infrastructure Administration Manager | | | |
| DPW-WW | Water Works Administration Manager | | | |
| Police | Inspector of Police | 4UX | \$154,101 | \$185,792 |
| DPW-Admin | Administrative Services Director | 1PX | \$125,201 | \$175,275 |
| Assessors | Chief Assessor | | | |
| Municipal Court | Chief Court Administrator | | | |
| City Treasurer | Deputy City Treasurer | | | |
| Health | Deputy Commissioner of Clinical Services | | | |
| Health | Deputy Commissioner of Community Health | | | |
| Health | Deputy Commissioner of Environmental Health | | | |
| Health | Deputy Commissioner of Policy, Innovation and Engagement | | | |
| Comptroller | Deputy Comptroller | | | |
| DEC | Emergency Communications Deputy Director | | | |
| DER | Employee Benefits Director | | | |
| ERS | ERS Applications Development Manager | | | |
| Def Comp | Executive Director-Deferred Compensation Board | | | |
| DOA-ITMD | ITMD Policy and Administration Manager | | | |
| DER | Labor Negotiator | | | |
| Police | Police Information Systems Director | | | |
| Police | Police Records Director | | | |
| Fire | Deputy Chief, Fire | 4TN | \$138,250 | \$175,275 |
| Library | Associate Library Director | 10X | \$117,464 | \$164,446 |
| DOA-ITMD | Database Administrator | | | |
| ERS | ERS Systems Manager | | | |
| Fire | Fire Information Technology Manager | | | |
| DOA-ITMD | Information Services Manager | | | |
| DCD | Permit and Development Center Manager | | | |
| DOA-ITMD | Systems Integration Manager | | | |
| DPW-WW | Water Information Technology Manager | | | |
| Fire | Battalion Chief, Fire | 4SN | \$125,682 | \$164,446 |

This report recommends raising the market rates of pay for Deputy Chief, Fire to pay range 4TN: (\$138,250 - \$175,275) and Battalion Chief, Fire to pay range 4SN: (\$125,682 - \$164,446).

- The current rates of pay for the Milwaukee Professional Fire Fighters’ Association (Local 215) date from the 2021-2022 contract. These rates take into consideration the market rates of pay for comparable positions in Wisconsin jurisdictions from that time period.
- The rates of pay for Milwaukee Fire Department leadership positions were set as a part of the City of Milwaukee Leadership report effective pay period 10, 2024.
- The proposed minimum rate of pay of \$125,682 for Battalion Chief, Fire aligns with the 10% promotional pay increase of an employee moving up from the maximum rate of Fire Captain.
- The proposed minimum rate of pay of \$138,250 for Deputy Chief, Fire aligns with the 10% promotional pay increase of an employee moving up from the minimum rate of Battalion Chief, Fire.
- The pay ranges for the Fire Chief and Assistant Fire Chief titles were approved as a part of the city leadership report effective in pay period 10, 2024. A recent market study of pay for Fire Chief shows that

the pay for the City of Milwaukee's position is lower than the actual pay of chiefs in comparable jurisdictions.

- The proposed pay range places Deputy Chief, Fire at a level comparable to Administrative Services Director, Chief Assessor, Chief Court Administrator, Deputy City Treasurer, Deputy Commissioner of Clinical Services, Deputy Comptroller, and Emergency Communications Deputy Director.
- The proposed pay range places Battalion Chief, Fire at a level comparable to Associate Library Director, Fire Information Technology Manager, Information Services Manager, Permit and Development Center Manager, Systems Integration Manager, and Water Information Technology Manager.

FLSA Designation for Deputy Chief, Fire and Battalion Chief, Fire

Employee Relations has met with Fire Chief Aaron Lipski, as well as current incumbents in order to determine the Fair Labor Standards Act designation for the titles of Deputy Chief, Fire and Battalion Chief, Fire.

The Fair Labor Standards Act (FLSA) establishes minimum wage, overtime pay, recordkeeping, and youth employment standards affecting employees in the private sector and in Federal, State, and local governments. Covered nonexempt workers are entitled to a minimum wage of not less than \$7.25 per hour effective July 24, 2009. Overtime pay at a rate not less than one and one-half times the regular rate of pay is required after 40 hours of work in a workweek.

However, the FLSA provides an exemption from both minimum wage and overtime pay for employees employed as bona fide executive, administrative, professional and outside sales employees. It also exempts certain computer employees. To qualify for exemption, employees generally must meet certain tests regarding their job duties and be paid on a salary basis at not less than \$684 per week. Employers may use nondiscretionary bonuses and incentive payments (including commissions) paid on an annual or more frequent basis, to satisfy up to 10 percent of the standard salary level. Job titles do not determine exempt status. In order for an exemption to apply, an employee's specific job duties and salary must meet all the requirements of the Department's regulations.

The FLSA contains numerous exemptions, exceptions, and exclusions. One of the most common FLSA exemptions found in the fire service is the executive exemption. Very often this exemption is referred to as the white-collar exemption. For an employer to classify any employee as an exempt white-collar executive requires a careful examination of two factors: first, the way that employee is paid, and second, that employee's primary duty. To put it simply, an overtime-exempt executive employee must be paid on a salary basis, and his or her primary duty must be management of the organization or enterprise. These exemptions are applied on a case-by-case basis and are very fact specific. Job titles alone will not create a white-collar exemption. Employers need to carefully evaluate each employee's salary and primary duty in order to determine if they meet the requirements of white-collar overtime-exempt employees.

According to Department of Labor (DOL) regulations, first responders cannot be considered overtime-exempt executives. In 2004, the DOL issued regulations entitled "Defining and Delimiting the Exemptions for Executive, Administrative, Professional, Outside Sales and Computer Employees; Final Rule." These types of updates are not unusual; however, the 2004 update contained a very important provision, commonly referred to as the First Responder Regulations. The First Responder Regulations make it abundantly clear that first responders are entitled to overtime pay and cannot be considered white-collar overtime-exempt employees "regardless of rank or pay level."

The exemptions also do not apply to police officers, detectives, deputy sheriffs, state troopers, highway patrol officers, investigators, inspectors, correctional officers, parole or probation officers, park rangers, fire fighters, paramedics, emergency medical technicians, ambulance personnel, rescue workers, hazardous materials workers and similar employees, regardless of rank or pay level, who perform work such as preventing, controlling or extinguishing fires of any type; rescuing fire, crime or accident victims; preventing or detecting crimes; conducting investigations or inspections for violations of law; performing surveillance; pursuing, restraining and apprehending suspects; detaining or supervising suspected and convicted criminals, including those on probation or parole; interviewing witnesses; interrogating and fingerprinting suspects; preparing investigative reports; or other similar work.

Analysis and Recommendation


DER staff has met with Fire Department leadership and incumbents and has determined that although assigned to specific responsibilities within each Bureau, Deputy Chiefs, Fire are responsible for responding to second or greater alarm fires and significant emergency scenes. They act as Incident Commanders with full and direct authority over all personnel responding to the emergency.


In considering the duties of a Battalion Chief, Fire, incumbents in this title command and assume responsibility of all responding fire department forces operating at the scene of emergencies until relieved by a superior ranking officer.

FLSA regulations indicate that managers in a fire department who still perform fire suppression should be FLSA non-exempt and be eligible for overtime. Because the Deputy Chiefs, Fire and Battalion Chiefs, Fire in the Milwaukee Fire Department are responsible for responding to fires and significant emergency scenes, it is our determination and recommendation that these titles be FLSA non-exempt and eligible for overtime.

Action Required - Effective Pay Period 26, 2024 (December 8, 2024)

* See addendum included in CCFN for Salary and Position Ordinance changes.

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