

**AGENDA OF ITEMS TO BE CONSIDERED  
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: March 17, 2021

TIME: 9:00 A.M.

PLACE: Committee Room 301-B  
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service  
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: March 17, 2021  
CCFN 201492

Funding Source - 100% Operating  
Budget Unless Otherwise Indicated

| Req. I.D. No.                                | Department and Position                      | Pay Range | Date Vacant                    | Number of Positions With Same Title |                        |                       |                  |            | CSC Status and/or Funding Source | Int/Ext Fill | Code |
|----------------------------------------------|----------------------------------------------|-----------|--------------------------------|-------------------------------------|------------------------|-----------------------|------------------|------------|----------------------------------|--------------|------|
|                                              |                                              |           |                                | Auth.                               | Filled excl. this pos. | Recomm. Authorization | Vac. Prev. Appr. | Other Vac. |                                  |              |      |
| <u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u> |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| <u>CITY ATTORNEY</u>                         |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8448                                         | Deputy City Attorney                         | 10X       | 2/7/21                         | 4                                   | 3                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-2b |
| 8499                                         | Personnel Officer                            | 1DX       | 2/6/21                         | 1                                   | 0                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-2b |
| <u>DEPT. OF CITY DEVELOPMENT</u>             |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8486                                         | Economic Development Specialist              | 2GX       | 3/20/21                        | 5                                   | 4                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-2b |
| 8488                                         | Marketing and Communications Officer         | 2JX       | 4/3/21                         | 1                                   | 0                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-2b |
| <u>COMMON COUNCIL-CITY CLERK</u>             |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8438                                         | Administrative Assistant II                  | 6HN       | 2/7/21                         | 2                                   | 1                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-2b |
| <u>COMPTROLLER</u>                           |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8447                                         | Auditor                                      | 2FX       | 12/30/20                       | 3                                   | 0                      | 1                     | 2                | 0          |                                  | Int/Ext      | x-2b |
| 8457                                         | City Payroll Specialist                      | 2DN       | 1/6/21                         | 3                                   | 2                      | 1                     | 0                | 0          |                                  | Int          | x-2b |
| 8463                                         | Accounting Specialist                        | 2GX       | 3/20/21                        | 10                                  | 8                      | 1                     | 1                | 0          |                                  | Int/Ext      | x-2b |
| <u>FIRE DEPARTMENT</u>                       |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8473                                         | Fire Lieutenant                              | 4E        | 2/20/21                        | 137                                 | 136                    | 1                     | 0                | 0          |                                  | Int          | x-1  |
| 8474                                         | Fire Dispatcher (3 positions)                | 5IN       | 9/13/20<br>10/6/20<br>10/30/20 | 18                                  | 14                     | 3                     | 0                | 1          |                                  | Int/Ext      | x-1  |
| <u>HEALTH DEPARTMENT</u>                     |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8439                                         | Environ. & Disease Control Spec.             | 2DN       | 11/14/20                       | 2                                   | 1                      | 1                     | 0                | 0          | 30% CDC Grant                    | Ext          | x-2b |
| 8491                                         | Chief of Staff Health                        | 1JX       | 3/13/21                        | 1                                   | 0                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-2b |
| 8492                                         | Deputy Comm.-Policy, Innovation & Engagement | 1JX       | 3/11/21                        | 1                                   | 0                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-2b |
| <u>LIBRARY</u>                               |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8475                                         | Librarian III                                | 2FN       | NA                             | 52                                  | 47                     | 1                     | 0                | 4          |                                  | Int          | x-2b |
| 8476                                         | Custodial Worker II-City Laborer             | 8DN       | 3/3/21                         | 28                                  | 22                     | 1                     | 0                | 5          |                                  | Ext          | x-2b |
| <u>POLICE DEPARTMENT</u>                     |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8445                                         | Forensic Processor Supervisor                | 1AX       | NA                             | 1                                   | 0                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-1  |
| 8444                                         | Forensic Identification Proc. (3 pos.)       | 5DN       | NA                             | 5                                   | 0                      | 3                     | 0                | 2          |                                  | Int/Ext      | x-1  |
| 8461                                         | Police Budget & Admin. Mgr.                  | 1HX       | 3/21/21                        | 1                                   | 0                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-2b |
| 8462                                         | Crime Analyst                                | 2GN       | 3/7/21                         | 23                                  | 20                     | 1                     | 0                | 2          |                                  | Ext          | x-1  |
| 8464                                         | Emergency Comm. Oper. (20 pos.)              | 5IN       | Various                        | 124                                 | 112                    | 20                    | 0                | 0          |                                  | Int/Ext      | x-1  |
| <u>DPW-ADMINISTRATIVE SERVICES</u>           |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8489                                         | Safety Specialist-Senior                     | 2FX       | 2/25/21                        | 3                                   | 1                      | 1                     | 1                | 0          |                                  | Ext          | x-2b |
| 8496                                         | Safety Specialist-Senior                     | 2FX       | 3/20/21                        | 3                                   | 1                      | 1                     | 1                | 0          |                                  | Ext          | x-2b |
| <u>DPW-INFRASTRUCTURE SERVICES</u>           |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8446                                         | Bridges & Public Bldgs. Inspector            | 3LN       | 2/27/21                        | 3                                   | 2                      | 1                     | 1                | 0          | 80% Cap., 10% Reimb.             | Int          | x-2b |
| 8138                                         | Inventory Assistant II                       | 6HN       | 3/7/21                         | 6                                   | 5                      | 1                     | 0                | 0          | 70% Capital                      | Int/Ext      | x-2b |
| 8481                                         | Custodial Wkr. II/City Laborer (2 pos.)      | 8DN       | 3/13/21<br>3/7/21              | 13                                  | 11                     | 2                     | 0                | 0          |                                  | Int/Ext      | x-2b |
| <u>DPW-OPERATIONS DIVISION</u>               |                                              |           |                                |                                     |                        |                       |                  |            |                                  |              |      |
| 8452                                         | Special Equipment Operator II                | 8ON       | 2/10/21                        | 16                                  | 15                     | 1                     | 0                | 0          |                                  | Int          | x-2b |
| 8453                                         | Urban Forestry Crew Leader                   | 7IN       | 3/6/21                         | 21                                  | 19                     | 1                     | 1                | 0          |                                  | Int          | x-2b |
| 8455                                         | Office Assistant IV                          | 6HN       | 3/7/21                         | 3                                   | 1                      | 1                     | 0                | 0          |                                  | Int/Ext      | x-2b |

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|-----------------------------------------------------------------------------|-----------------------------------|-----------|-------------|-------------------------------------|------------------------|-----------------------|------------------|------------|--------------------------------------------|--------------|------|
|                                                                             |                                   |           |             | Auth.                               | Filled excl. this pos. | Recomm. Authorization | Vac. Prev. Appr. | Other Vac. |                                            |              |      |
| <u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u> |                                   |           |             |                                     |                        |                       |                  |            |                                            |              |      |
| <u>HEALTH DEPARTMENT</u>                                                    |                                   |           |             |                                     |                        |                       |                  |            |                                            |              |      |
| 8437                                                                        | Public Health Social Worker I     | 2DN       | 2/27/21     | 8                                   | 4                      | 1                     | 0                | 3          | 70% Family Foundations<br>50% Chap Program | Int/Ext      | x-6  |
| 8479                                                                        | Health Access Assistant           | 5FN       | 3/6/21      | 9                                   | 4                      | 1                     | 0                | 4          |                                            | Int/Ext      | x-6  |
| <u>PORT MILWAUKEE</u>                                                       |                                   |           |             |                                     |                        |                       |                  |            |                                            |              |      |
| 8442                                                                        | Port Operations Manager           | 1IX       | 6/13/21     | 1                                   | 0                      | 1                     | 0                | 0          | Port                                       | Int          | x-6  |
| 8443                                                                        | Port Facilities Supervisor        | 1EX       | 6/13/21     | 1                                   | 0                      | 1                     | 0                | 0          | Port                                       | Int          | x-6  |
| <u>DPW-WATER WORKS</u>                                                      |                                   |           |             |                                     |                        |                       |                  |            |                                            |              |      |
| 8465                                                                        | Customer Service Rep. III         | 6HN       | 3/6/21      | 16                                  | 13                     | 1                     | 2                | 0          | Water Works                                | Int/Ext      | x-6  |
| 8470                                                                        | Water Plant Machine Repair Person | 7QN       | 4/1/19      | 18                                  | 12                     | 1                     | 5                | 0          | Water Works                                | Int/Ext      | x-6  |