



Department of Employee Relations

Cavalier Johnson
Mayor

Makda Fessahaye
Director

Renee Joos
Employee Benefits
Director

Nicole M. Fleck
Labor Negotiator

To: Chris Lee
Staff Assistant
Finance and Personnel
Committee Common Council
City of Milwaukee

From: Andrea Knickerbocker
Human Resources Manager
Department of Employee Relations
City of Milwaukee

Date: April 7, 2022

Re: Common Council File No. 211882

Please make the following corrections to the 2022 Salary Ordinance:

1. Under Part I, Section 2, Pay Range 2DN:

Delete contents of footnotes (16) and (34) and replace with the following:

(16) Recruitment is at:

Biweekly	1,998.85
Annual	51,970.10

(34) Recruitment is at:

Biweekly	2,058.82
Annual	53,529.32

2. Under Part I, Section 5, Pay Range 5IN:

- Add the title 'Emergency Communications Financial Services Assistant' and apply footnotes (2) (6) (8) and (12).
- Add the title 'Emergency Communications Administrative Assistant IV' and apply footnotes (2) (6) (8) and (12).

3. Under Part II, Section 5: Promotions and Special Pay Practices:

- Delete contents under chart stating:
"Effective Pay Period 18 (August 27, 2017) an employee given an emergency appointment to a title in Section 3, 5, 6, 7 or 8 of the Salary Ordinance shall receive a 3% increase above the rate received prior to the promotion, or the minimum of the new pay range, or the footnoted minimum recruitment rate, whichever is greatest."
- And replace with the following:
"Effective Pay Period 9 2022 (April 17, 2022), an employee given an emergency appointment to a title in Section 3, 5, 6, 7 or 8 of the Salary Ordinance shall receive a 3% increase above the rate received prior to the promotion, or the minimum of the new pay range, or the footnoted minimum recruitment rate, whichever is greatest. Emergency appointments to a title in the same pay range or a pay range with a lower maximum are not promotions."

4. Under Part II, Section 9: Supplemental Pay Practices:

- Delete contents for 'F. Shift Differential' and replace with the following:

F. Shift Differential: Employees holding positions classified as non-exempt under the FLSA whose hours of work occur between the time period beginning at 5:00 p.m. and ending at 5:00 a.m. shall receive, in addition to base salary, a shift differential of \$.45 per hour. To be eligible for shift differential, the employee shall be required to work not less than 4 hours of his or her workday within this time frame, and when the employee satisfies that requirement, the employee's entire workday shall be compensated at a rate that includes the shift differential. Eligible employees in the Department of Public Works whose workday begins after 1:00 a.m. and before 4:00 a.m. shall be eligible to receive the shift differential for all hours worked.

Shift differential shall be paid for all hours for which an employee would have received a regular shift assignment but for the fact that the employee was on vacation, holiday, sick leave, doctor/dentist appointments (miscellaneous unapplied time - 069 time), funeral leave, or paid parental leave. In no case shall an employee receive both shift and weekend differential rates for the same hours worked. Shift differential shall be paid for no more than 40 hours worked, including holidays.

Please make the following corrections to the 2022 Positions Ordinance:

1. Under Library, Administrative Services Decision Unit, Operations Division:

- Delete one position 'Associate Director (X) (Y)'
- Add one position 'Associate Library Director (X) (Y)'

2. Under Department of Employee Relations, Operations Division, Compensation and Pay Administration Services:

- Delete one position 'Human Resources Analyst – Senior'
- Add one position 'Human Resources Representative'