



Tom Barrett
Mayor

Maria Monteagudo
Director

Renee Joos
Employee Benefits Director

Nicole Fleck
Labor Negotiator

Department of Employee Relations

March 13, 2019

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

Re: Common Council File # 181814 – Communication from the Department of Employee Relations regarding changes to Part II, Section 4 of the Salary Ordinance.”

Dear Committee Members:

Pay Services, a division within the Department of Employee Relations has requested a change to the Salary Ordinance regarding when a salary anniversary date shall be adjusted. This request is being made in an effort improve system auditability, increase data integrity and create efficiencies within the function of payroll processing.

Recommendations

- Requesting that the last two sentences in the second paragraph of the Salary Ordinance as currently stated in Section 4: Salary Advancement and Salary Anniversary Dates; Letter B. Salary Anniversary Dates and Timing of Salary Adjustments be revised as such:

DELETE

“a salary anniversary date shall be adjusted for unpaid time off.”

REPLACE WITH

“or as determined by guidelines established by the Department of Employee Relations.”

The salary anniversary date is essential to data integrity, as it is a key field in an audit and is used to verify data, calculation pay progression and other metrics.

Respectfully,

Maria Monteagudo
Employee Relations Director