

June 8, 2020

[First Name] [Last Name]  
[Street Address]  
[City], [State] [Zip Code]

Dear [First Name]:

Thank you for your commitment and hard work. The Housing Authority of the City of Milwaukee (HACM) equally values its employee, at all levels, in all classifications, in their everyday quest to achieve HACM's mission and their individual contributions throughout this tough and unprecedented time. Fortunately, we find ourselves amongst the minority of the American workforce who have to date not been affected by furloughs, reduction of hours and layoffs.

The Coronavirus Aid, Relief, & Economic Security Act (CARES) grant received by HACM, through The Department of Housing and Urban Development (HUD), will allow for the Authority to issue hazard pay. In order for that reimbursement to meet the conditions established by the grant, it is imperative for the Authority to use the hazard pay provision for the sole purpose of assisting departments to maintain minimum staffing levels in positions that inherently carry a regular, prolonged and repeated risk of exposure to the COVID-19 virus.

Therefore, effective, May 22, 2020, Antonio M. Pérez, Secretary-Executive Director, has approved the issuance of hazardous duty pay. The following positions have been identified as eligible for receiving hazard pay:

Administrative Senior Specialist	Maintenance Assistants – Developments
Administrative Specialist - AP	Maintenance Director
At Promise Maintenance Mechanic	Maintenance Lead
At Promise Office Support	Maintenance Specialist – Developments
Construction Project Coordinator	Public Safety Specialist
Construction Superintendent	Public Safety Supervisor
Contractual Public Safety Specialist	Rent Assistance Inspector
Environmental Services Technician	Senior Asset Director
Heating & Ventilation Controls Technician	Senior Heating & Ventilation Mechanic
Heating & Ventilation Mechanic	Senior Maintenance Supervisor
Housing Manager	Technical Maintenance Specialist
Lead Building Maintenance Mechanic	Temporary Laborer
Limited Maintenance Assistants - Developments	

Because your position has been identified as eligible for this pay provision you will receive an additional \$3.13 per hour for each hour actually worked, whether it is a regular standard working hour or overtime hour. Hazard pay is not pensionable and will not be paid for hours not actually worked, including hours charged to vacation, holiday, sick leave, jury duty, FMLA, and military leave.

Hazard Pay is expected to be available until July 27, 2020, based on available funding.

If you have any questions or concerns please contact me at 414-286-5886 or [chardy@hacm.org](mailto:chardy@hacm.org).

Crystal Reed-Hardy  
Human Resource Director