

Chairperson: Supervisor James J. Schmitt
Committee Clerk: Jodi Mapp, 278-4073
Research Analyst: Rick Ceschin, 278-5003

COMMITTEE ON PERSONNEL
Friday, February 1, 2008 – 9:00 a.m.
Milwaukee County Courthouse, Room 201-B

MINUTES

PRESENT: Supervisors Coggs-Jones, Borkowski, *De Bruin, Quindel, Weishan, and Schmitt (Chair)

EXCUSED: Supervisor Cesarz

*Supervisor De Bruin was not present at the time of roll call but appeared shortly thereafter.

SCHEDULED ITEMS:

1. 08-15(a) From Director of Human Resources relative to requests to the Civil Service Commission regarding determination of whether a position will be in the “classified” or “unclassified” service. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

The Committee took no action regarding this informational report.

2. 08-22(a) From Director of Human Resources relative to reclassification of existing positions, reallocations of non-represented positions, advancements within the pay range and all revisions to Executive Compensation Positions (ECP). **(Recommendations to be implemented unless Supervisor(s) object.)**

APPEARANCES:

Cynthia Archer, Interim Director, Department of Administrative Services
Mary Dutkiewicz, Analyst, Human Resources
James Hennen, Support Program Coordinator, CMO, Dept. on Aging
Dr. Karen Jackson, Director, Human Resources
James Tate, Analyst, Human Resources

Questions and comments ensued.

- 03:44 The following people appeared and spoke regarding this item:
Ms. Beth Werve, AFSCME, Local 645
Mr. William Mollenhauer, AFSCME DC48

The Committee took no action regarding this item.

SCHEDULED ITEMS:

3. 08-23(a) From Director of Human Resources relative to appointments at an advanced step of the pay range. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

The Committee took no action regarding this informational report.

4. 08-24(a) From Director of Human Resources relative to dual employment, temporary assignments to a higher classification, temporary appointments and emergency appointments. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

The Committee took no action regarding this informational report.

5. 06-88(a) A. An adopted resolution directing the Director of Human Resources to submit a progress report on the implementation of the Ceridian payroll/personnel system as reported by the Implementation Oversight Committee. **(REPORT FROM DHR – INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

APPEARANCES:

Sushil Pillai, Ceridian Implementation Program Manager (SysLogic)
Dennis John, Chief Information Officer, IMSD-DAS
Greg Gracz, Director, Labor Relations
Scott Manske, Controller, Administration and Fiscal Affairs, DAS
Cynthia Archer, Interim Director, Department of Administrative Services
Dr. Karen Jackson, Director, Human Resources

- 01:13 Mr. Pillai indicated that the fourth Ceridian payroll has just been generated. Progress is being made every step of the way. Milwaukee County employees are learning a lot and are beginning to become very acclimated with the system. He stated like any large system or implementation of this nature, there are a lot of specific things that need to be done. The implementation team is working on those things right now. This will continue through February and March with the understanding that employees are still learning to use the system more effectively. Mr. Pillai went on to state they are also in the process of creating an open items list of large issues, including processing issues, that need to be addressed. This will ensure there is a common understanding among all field payroll clerks on how the system operates.

Questions and comments ensued.

The Committee took no action regarding this informational report.

SCHEDULED ITEMS:

- 05-497 B. An adopted resolution authorizing and directing the Director,
(a) Department of Administrative Services (DAS) and the Director,
Division of Human Resources, DAS, to develop a reallocation plan
that reflects the efficiencies expected to be achieved and the future
County-wide deployment of human resources staff due to the
implementation of the Ceridian human resource system. **(1/27/06:
Chairman requested monthly status reports from the Director of
DHR regarding any efficiencies, savings, job shifting and where the
initiative is headed.) (REPORT FROM DIRECTOR, DHR –
INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE
COMMITTEE)**

APPEARANCE:

Dr. Karen Jackson, Director, Human Resources

- 00:44 Dr. Jackson referred to Ceridian as a rule based, decentralized system
that allows information to be closer to the source. She indicated in the
beginning, it was wondered what the role of payroll clerks would be and
if they would be fully utilized. Throughout the implementation of
Ceridian, it was learned that payroll clerks are a very critical component
or the nerve center of the Ceridian system. They ensure that employees
are entered and changes are made in the system accurately and timely,
which is a crucial part of the process. When a new employee is entered,
it is populated throughout the system including benefits.

Dr. Jackson provided statistics as they relate to jobs and positions within
the County. She spoke on the Ceridian Recruiting System (CRS) and
indicated this system will replace the currently used Applicant
Information Management System (AIMS). She explained that CRS is a
customized program made specifically for Milwaukee County. It is the
key software for DHR that will generate the certification lists of potential
hires that go out to departments. Dr. Jackson stated that she will be able
to report on CRS in more detail in the next couple of months. Once
CRS is fully implemented, the Committee will have a better view of how
Ceridian has helped Milwaukee County become more modernized,
efficient, and service oriented.

Questions and comments ensued.

- 07:50 Mr. William Mollenhauer, AFSCME DC48, appeared and spoke
regarding this item.

The Committee took no action regarding this informational report.

SCHEDULED ITEMS:

6. 07-269 From the Director, Department of Administrative Services, and the Chief
(a)(a) Information Officer, DAS-IMSD, requesting authorization to execute a professional services contract amendment with SysLogic, Inc. in the amount of \$99,800. **(Also to the Committee on Finance and Audit)**

APPEARANCE:

Mary Reddin, Deputy Chief Information Officer, IMSD-DAS

- 00:53 Ms. Reddin stated the basic reason for extending the SysLogic contract is there is work yet to be done. It is absolutely essential to continue the SysLogic services for another several months to complete customizations and implement the Ceridian Recruiting System. Specifically, this includes overall program management in addition to payroll implementation support. She explained that overall program management involves oversight of the day-to-day issue resolution of the project work plans. The payroll support is an individual who works day and night with Mr. Scott Manske to ensure that payroll gets out correctly. This support is critical.

ACTION BY: (Quindel) Approve. 6-0

AYES: *Coggs-Jones, Borkowski, De Bruin, Quindel, Weishan, and Schmitt (Chair) – 6

NOES: 0

****Supervisor Coggs-Jones was not present at the time the roll was called but later requested unanimous consent to be recorded as voting Aye on this item. Upon hearing no objections, it was so ordered by Chairman Schmitt.***

7. 08-56 From the Airport Director requesting authorization to allow for the dual filling of the Deputy Airport Director-Finance/Administration position.

00:01 **ACTION BY: (Quindel) Approve. 6-0**

AYES: Coggs-Jones, Borkowski, DeBruin, Quindel, Weishan, and Schmitt (Chair) – 6

NOES: 0

Item #s 8 and 9 were considered together.

8. 08-70 From the Director of Labor Relations requesting authorization to extend the Herman Torosian (Arbitration Services) contract through December 31, 2008, and increase funds in the amount of \$30,000 to ensure that expenses for the permanent arbitrator do not exceed current contract limits.

SCHEDULED ITEMS:

SEE ITEM #9 FOR COMMITTEE ACTION

9. 05-518 From the Director of Labor Relations requesting authorization to extend
(a)(b) the Davis & Kuelthau S. C. contract through 2009 and increase funds in
the amount of \$200,000 to ensure that expenses for interest arbitration
do not exceed budget and current contract limits.

APPEARANCE:

Greg Gracz, Director, Labor Relations

Questions and comments ensued.

05:05 Mr. Jack Hohrein appeared and spoke regarding this item.

ACTION BY: (Quindel) Approve Item #s 8 and 9. 6-0

AYES: Coggs-Jones, Borkowski, De Bruin, Quindel, Weishan, and
Schmitt (Chair) – 6

NOES: 0

COLLECTIVE BARGAINING (CAUCUS) (CLOSED SESSION):

The Committee may adjourn into closed session under the provisions of Wisconsin Statutes, Sections 19.85(1)(c), (e), (g), for the purpose of discussing the following matter(s):

10. 06-350 Status Report from the Employee Health Care Work Group on Employee
(a) Health Care. **(Also considered by the Committee on Finance and
Audit.) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED
BY THE COMMITTEE)**

Item #s 10 and 11 were considered together.

11. 08-P-01 Deliberation, negotiation or re-negotiation of collective bargaining
agreements.

***ACTION BY: (Coggs-Jones) Adjourn into closed session under the
provisions of Wisconsin Statutes, Section 19.85(1)(c), (e),
(g), for the purpose of discussing Item #s 10 and 11
above. At the conclusion of the closed session, the
Committee may reconvene in open session to take
whatever action(s) it may deem necessary on the
aforesaid item. 6-0***

AYES: Coggs-Jones, Borkowski, De Bruin, Quindel, Weishan, and
Schmitt (Chair) – 6

NOES: 0

The Committee convened into closed session at approximately

SCHEDULED ITEMS:

10:30 a.m. The Committee did not reconvene back into open session.

STAFF PRESENT:

Cynthia Archer, Interim Director, Department of Administrative Services

Mary Dutkiewicz, Analyst, Human Resources

James Hennen, Support Program Coordinator, CMO, Dept. on Aging

Dr. Karen Jackson, Director, Human Resources

James Tate, Analyst, Human Resources

Dennis John, Chief Information Officer, IMSD-DAS

Greg Gracz, Director, Labor Relations

Scott Manske, Controller, Administration and Fiscal Affairs, DAS

Mary Reddin, Deputy Chief Information Officer, IMSD, DAS

Rick Ceschin, Research Analyst, County Board

This meeting was recorded. Committee files contain copies of the subject reports, communications, resolutions, and ordinances, which may be reviewed upon request to the Chief Committee Clerk. The official copy of these minutes along with the audio recording of this meeting are available in the County Board Committee Services Division.

Length of meeting: 9:08 a.m. to 11:08 a.m.

Adjourned,

Jodi Kapp

Committee Clerk

Committee on Personnel