

Finance
Personnel

1

1 By Supervisor Jursik

2

Journal,
File No. 10-

3

A RESOLUTION

FILE NO. 10-236

4 Amending Chapters 79 and 80 of the Milwaukee County Code of General
5 Ordinances to clarify the negotiation, review and approval process for collateral
6 agreements with collective bargaining units.

7

8 WHEREAS, Chapters 79 and 80 of the Milwaukee County Code of General
9 Ordinances respectively outline the duties of the Director of Labor Relations and
10 the procedures for the conduct of employment relations negotiations; and

11 WHEREAS, Section 80.03 and Section 79.02 specifically empower the
12 Committee on Personnel to adopt the policies, rules and procedures of negotiating
13 with collective bargaining units; and

14 WHEREAS, the collective bargaining agreements between Milwaukee
15 County and its eight collective bargaining units are subject to ratification by both
16 the union membership and the County Board of Supervisors and the County
17 Executive; and

18 WHEREAS, during the contract term, the County and a collective
19 bargaining unit may have cause to negotiate a collateral agreement to the existing
20 contract to address an exigent situation; and

21 WHEREAS, with respect to collateral agreements, the various collective
22 bargaining units have language in their agreements with Milwaukee County
23 similar to that in the AFSCME District Council 48 contract, which "provides a
24 method regarding the manner and extent of Union participation in resolving
25 problems of an emergency nature which do not come under the provisions of the
26 grievance procedure"; and

27 WHEREAS, even though collateral agreements are permitted under the
28 terms of the collective bargaining agreements, such agreements have not been
29 subject to review by the Committee on Personnel, the Committee on Finance and
30 Audit, or the full County Board; and

31 WHEREAS, while it is appropriate for the Director of Labor Relations to
32 have the ability to negotiate a collateral agreement in the best interest of
33 Milwaukee County, and to have the authority to enter into a collateral agreement
34 to prevent a grievance or address an emergency situation, the policymakers who
35 are empowered to direct negotiations and ratify agreements must be afforded the
36 opportunity to properly review all proposed collateral agreements; and

37 WHEREAS, modifications to Chapters 79 and 80 of the Milwaukee County
38 Code of General Ordinances are necessary to clarify the negotiation, review and
39 approval process for collateral agreements with collective bargaining units; now
40 therefore,

41 BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby
42 amends Sections 79.02 and 80.04 of the Milwaukee County Code of General
43 Ordinances by adopting the following,

44 **AN ORDINANCE**

45 The County Board of Supervisors of the County of Milwaukee does ordain as
46 follows:

47 **SECTION 1.** Section 79.02 of the General Ordinances of Milwaukee County is
48 amended as follows:

49 79.02. Responsibilities of the director.

50 The director of labor relations shall be responsible for:

51 (1) The negotiation of all collective bargaining agreements with certified
52 bargaining representatives of the employees of the county conducted
53 along policy lines established by the committee on personnel pursuant to
54 Chapter 80. The director of labor relations shall not agree, on behalf of
55 the county, to any terms or provisions of a negotiated contract without
56 prior direction and approval from the committee. Prior to drafting any
57 tentative contract, the director of labor relations shall provide the director
58 of human resources and the director of employee benefits with a copy of
59 the terms of the proposed agreement for review relative to administration
60 of said proposal and shall provide the director of administrative services,
61 fiscal and budget administrator and controller with a copy of the terms of
62 the proposed agreement for preparation of a fiscal note relative to the
63 proposed agreement. Such fiscal note shall include, at minimum, all
64 assumptions used in developing the fiscal note including actuarial
65 assumptions where appropriate, calculations, estimates, one-time costs
66 and savings, ongoing costs and savings, annual incremental costs as well
67 as cumulative costs and shall otherwise be prepared in accordance with
68 established fiscal note policies and procedures. Subsequent to
69 preparation of the fiscal note - and prior to the drafting of the tentative
70 contract - a copy of the fiscal note shall be provided to the director of
71 audits and county board staff for review.

72 (2) The administration of all collective agreements during their term. In order
73 to discharge this responsibility, the county executive, when necessary,

74 shall direct compliance by operating department heads with the
75 provisions of such agreements.

76 (3) The establishment of labor relations training programs designed to
77 improve the supervisory skills of supervisory employees in county
78 service.

79 (4) The conduct, on behalf of the county, of all proceedings ordered by the
80 state employment relations commission, the U.S. Department of Labor,
81 the state department of industry, labor and human relations or, as
82 provided for by contract, relative to certification and decertification of
83 bargaining representatives, bargaining unit structure, employee disputes
84 and grievances, and all administrative and judicial proceedings including
85 mediation, fact finding, and arbitration relating to the negotiation or
86 administration of existing or prospective collective agreements.

87 (5) The negotiation as necessary of collateral agreements to existing
88 negotiated contracts consistent with the terms set forth in respective
89 collective bargaining agreements. Any proposed collateral agreement is
90 subject to the review and approval processes as set forth in Section
91 80.04.

92

93 **SECTION 2.** Section 80.04 of the General Ordinances of Milwaukee County is
94 amended as follows:

95 80.04. Agreements.

96 (1) The agreements reached at the conclusion of such collective bargaining,
97 shall be reduced to writing by the committee on personnel and submitted
98 in the form of a proposed ordinance or resolution to the committee on
99 finance and audit, which shall consider the fiscal impacts of the proposed
100 ordinance or resolution and forward it with a positive or negative
101 recommendation to the county board for its approval or rejection. Prior to
102 its consideration, the committee on finance and audit shall be provided
103 with any and all relevant information prepared by Pension Board
104 actuaries, human resources, labor relations and department of
105 administration staff and other relevant individuals regarding the
106 immediate and long-term fiscal impacts associated with each agreement.

107

108 (2) A collateral agreement to an existing memorandum of agreement may
109 be executed under the signature of the Director of Labor Relations if:

- 110 a) The collateral agreement is necessary to address an emergency
111 situation that poses an imminent threat to the health and/or
112 welfare of an employee or the public; or
- 113 b) The execution of the collateral agreement will prevent or resolve
114 an employee grievance, provided the agreement has a fiscal
115 impact within existing budget allocations as determined by the
116 Department of Administrative Services – Fiscal Affairs Division; or
- 117 c) The Director is so instructed in writing by the Committee on
118 Personnel.

119 All collateral agreements executed under this subsection shall be
120 reported to the Committee on Personnel on a quarterly basis.

121 (3) Any proposed collateral agreement that meets any of the following
122 conditions must be submitted for approval in the form of a resolution or
123 ordinance to the Committees on Finance and Audit and Personnel:

- 124 a) The proposed collateral agreement pertains to employees in two
125 or more County departments; or
- 126 b) The proposed collateral agreement would result in an expenditure
127 beyond existing departmental allocations.

128 (4) All proposed collateral agreements must be reviewed for fiscal effect by
129 Department of Administrative Services – Division of Fiscal Affairs prior
130 to execution or submission under subsections (2) and (3) above.

131 (5) All collateral agreements must expire with the expiration of the
132 respective collective bargaining agreement.

133 **SECTION 3.** The provisions of this Ordinance shall become effective upon passage
134 and publication.
135

136

137

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: June 9, 2010

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A resolution amending Chapters 79 and 80 of the Milwaukee County Code of General Ordinances to clarify the negotiation, review and approval process for collateral agreements with collective bargaining units.

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

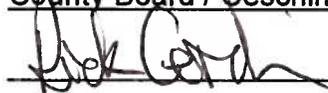
In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Adoption of this resolution will not result in an increase in tax levy.

Department/Prepared By County Board / Ceschin

Authorized Signature



RECEIVED
COUNTY BOARD
CHAIRMAN

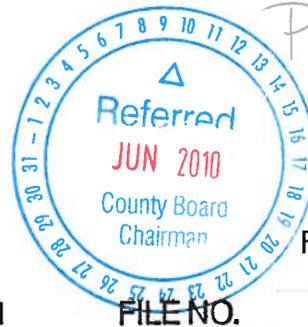
Did DAS-Fiscal Staff Review?

Yes

No

RECEIVED
2010 JUN 10 AM 10:39

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.



Personnel

1 By Chairman Holloway
2

Journal,
File No. 10-

3 **A RESOLUTION**

FILE NO. 10-237

4 Authorizing and directing the Director, Department of Administrative
5 Services – Division of Human Resources, to recommend revisions to the current
6 list of positions in the classified service that are exempted from residency
7 requirements as required by Rule II, Section 2 of the Civil Service Rules.

8 WHEREAS, under State law, Milwaukee County employees in the classified
9 service are subject to the Civil Service Rules of Milwaukee County as established
10 by the Civil Service Commission; and

11 WHEREAS, Milwaukee County Civil Service Rules and Procedures, Rule II,
12 Section 2 requires "domicile and principal place of residence within the
13 geographic limits of Milwaukee County" during employment, except for positions
14 which the civil service commission determines "essential to effective functioning
15 of county operations and which, on the basis of classification, vacancy, experience
16 and difficulty in recruitment cannot be filled with qualified personnel without
17 waiving the restriction"; and

18 WHEREAS, as of May 2010, sixty-five specific position titles and an
19 unspecified number of nursing-related positions are exempted from the residency
20 requirement in the Civil Service Rules; and

21 WHEREAS, a recent review of those positions found that there are 520
22 incumbents in the positions exempted from the residency requirement, and 177 of
23 those incumbents in fact reside outside of Milwaukee County borders; and

24 WHEREAS, although it may be necessary periodically for the recruitment of
25 certain limited positions, in general, permitting County employees to reside
26 outside the County limits:

- 27 • Denies an employment opportunity for a County resident
- 28 • Removes that wage base from the Milwaukee County economy
- 29 • Is a disservice to the Milwaukee County taxpayers who help fund
- 30 the position
- 31 • Sends a message that Milwaukee County is an undesirable
- 32 community in which to live; and

33
34 WHEREAS, Rule II, Section 2 provides that "the director of human
35 resources shall annually review eligibility lists, classification, scientific,
36 professional, technical, or skill requirements, response to recruitment, and
37 qualifications of applicants and determine whether the residence requirement

38 prevents or deters adequate staffing of qualified personnel. Classifications shall be
39 added to or deleted from the exempt list in conformity with his/her findings"; and

40 WHEREAS, it is important to review the existing residency policy of the
41 Civil Service Commission and Milwaukee County to assure that only critical
42 positions are exempted; now therefore,

43 BE IT RESOLVED, that the Director, DAS – Division of Human Resources, is
44 authorized and directed to work with the Office of Corporation Counsel and County
45 Board staff to review the current list of positions exempted from residency
46 requirements, in accordance with the provisions of Rule II, Section 2 of the Civil
47 Service Rules of Milwaukee County, and to make recommendations to the Civil
48 Service Commission on which positions should be exempt and which positions
49 should be removed from the exemption list.

50

51

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: June 8, 2010

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A RESOLUTION authorizing and directing the Director, Department of Administrative Services – Division of Human Resources, to recommend revisions to the current list of positions in the classified service that are exempted from residency requirements as required by Rule II, Section 2 of the Civil Service Rules.

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input checked="" type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|--|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Adoption of this resolution will not result in an increase in tax levy although an expenditure of staff time will be required.

Department/Prepared By County Board / Ceschin

Authorized Signature

[Handwritten Signature]

COUNTY BOARD
CHAIRMAN

Did DAS-Fiscal Staff Review? Yes No

2010 JUN 10 PM 3:19

RECEIVED

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

COUNTY OF MILWAUKEE
DAS - Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : June 4, 2010

To : Committee on Personnel

FROM : Karen R. Jackson, Ph.D., Director of Human Resources 

SUBJECT : **Informational Reports 6/18/2010**
For Personnel Committee Meeting

Attached is an informational report listing *appointments at an advanced step of the pay range*, which the Director of Human Resources intends to approve for implementation.

These reports are provided in accordance with the provisions of Chapter 17 of the County General Ordinances and may be included on the agenda of the June 18, 2010 Personnel Committee Meeting for informational purposes.

In the event the Personnel Committee takes no action, the transactions noted on the reports will be implemented.

KRJ:bdv

Attachment

**Appointments At An Advance Step Of The Pay Range
Personnel Committee Report**

June 18, 2010

REQUESTOR	ORG UNIT	PREVIOUS CLASSIFICATION	CURRENT CLASSIFICATION	PREVIOUS PAY GRADE	CURRENT PAY GRADE	SALARY RANGE ANNUALIZED	STEPS IN PR	APPT STEP	REQUESTED STEP AMOUNT	REQUESTED STEP AMOUNT ANNUALIZED	PREVIOUS SALARY	DIFFERENCE IN ANNUAL PAY	CURRENT YEAR FISCAL IMPACT	JUSTIFICATION
BHD	6443	No Previous Classification	House Physician 1 HR	N/A	40XM	\$117,157.25 - \$144,015.87	7	4	\$62,449.1	\$129,894.1280	N/A	N/A	\$6,856.00	TRG/EXP*
Parks	9125	Comm Center Supervisor	Park Maint Worker II I/C	15DC	18Z	\$40,144.21 - \$44,817.76	5	3	\$20,310.0	\$42,244.8000	\$40,172.70	\$2,072.10	\$549.00	TRF/Promotion

*FISCAL IMPACT- (Step employee hired at - Step 1) * Pay Periods Remaining in Year * 1.0765

*TRG/EXP Denotes Training and Experience

In accordance with the provisions of 17.09(3) of the County General Ordinances, the Director of Human Resources must file an informational report with all County Board Supervisors relative to all new appointments at an advanced step of the pay range.

COUNTY OF MILWAUKEE
DAS - Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : June 4, 2010

To : Committee on Personnel

FROM : Karen R. Jackson, Ph.D., Director of Human Resources 

SUBJECT : **Informational Reports 6/18/2010
For Personnel Committee Meeting**

Attached are a series of informational reports relative to *dual employment*, *temporary appointment*, and *emergency appointment*. Reports reflect updates through the end of pay period 1. Also included is an informational report relative to *temporary assignments to a higher classification*, which is updated through June 4, 2010.

These reports are provided in accordance with the provisions of Chapter 17 of the County General Ordinances.

KRJ:bdv

Attachment

**Dual Employment Report
Personnel Committee Meeting
June 18, 2010**

Organizational Unit	Name	Current Classification	Current Pay Range	Dual Employment	Dual Employment Pay Range
Parks Department	Terrance Wycklendt	Process Server (HR)	16	Umpire	52
Parks Department	John Quinlan	Public Services Manager	26M	Umpire	52
Parks Department	Kevin Quinlan	Food Service Operator-Seasonal	9	Umpire	52

**Temporary Appointment Report
Personnel Committee Meeting
June 18, 2010**

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
Airport - Maintenance - General	5051	Campbell	Howard	32450	Airport Maintenance Wkr	F	A	80	1/4/2010	TA
		Jackson	Fred	32450	Airport Maintenance Wkr	F	A	80	1/18/2010	TA

Total Employees = 2

Grand Total of Employees: 2

Emergency Appointment Report
 Personnel Committee Meeting
 June 18, 2010

Requestor	Dept	Last Name	First Name	Title Description	Employee Class	Status	Emergency Appt Date	Pay Range
Sheriff's Office	4316	Williams	Robert	Correction Officer 1 Stationary Engineer	F	A	3/1/2010	16Z
Sheriff's Office		Gallett	Brian	Correction Officer 1 Stationary Engineer	F	A	3/22/2010	16Z

Total Employees = 2

DTPW	5083	Karnes	David	Managing Engineer - Traffic Design & Const	F	A	3/1/2010	32A
DTPW	5083	Kent	Keith	Transportation & Highway Maint Supv	F	A	4/5/2010	30M

Total Employees = 2

Grand Total of Employees: 4

**Temporary Assignment to a Higher Classification (TAHC) Report
Personnel Committee Meeting
June 18, 2010**

<u>Dept</u>	<u>First Name</u>	<u>Last Name</u>	<u>Current Job Title</u>	<u>Pay Range</u>	<u>Start Date</u>	<u>Ext.</u>	<u>End Date</u>	<u>New Job Title</u>	<u>Pay Range</u>
Parks	Ralph	Hodkiewicz	Deputy Regional Manager	27M	4/19/2010		7/18/2010	Regional Manager	915E
DTPW-Airport	Kevin	Doyne	Fire Fighter Equipment Operator	17B	4/18/2010		7/6/2010	Assistant Airport Fire Chief	27M
DTPW-Airport	Jerome	Peterson	Heating & Ventilation Mechanic 2	16	5/3/2010		7/2/2010	Operating & Maintenance Supervisor	25M
DTPW -Highway Maint	Scott	Schweitzer	Highway Maint Worker III	21H	5/2/2010		7/2/2010	Asst Highway Maint Suprv.	26M
DTPW	Jack	Takerian	Director Facilities Management	902E	4/3/2010	*	until filled	Director of Trans & Public Works	903E
Dept on Aging	Cynthia	Mack	Human Service Worker (Aging)	16C	4/5/2010		7/4/2010	Unit Supervisor - CMO	26M
Dept on Aging	Carmen	Mills	Quality Imp Coordinator (CMO)	29	6/14/2010		9/10/2010	Program Coordinator (CMO Training)	29M
Office of Med Examiner	Brian	Peterson	Assistant Medical Examiner	904E	4/23/2010		7/16/2010	Medical Examiner	904E
DAS - IMSD	Babu	Thomas	Network Technical Specialist III	24D	4/24/2010		6/28/2010	IT Manager - Service Desk	35M
DAS - IMSD	James	Martin	Fiscal and Budget Manager	33M	5/10/2010		8/7/2010	IT Director - Governance	902E
DAS - DHR	Vernice	Strapp-Pitts	Executive Assistant Child Support	06PM	5/2/2010	*	6/14/2010	Human Resources Specialist FML	25M
DAS - ERS	Dale	Yerkes	Fiscal Officer Assistant	29M	5/17/2010		8/13/2010	Fiscal Officer - ERS	32M
DHHS	Eric	Meaux	Ex Dir 2 - Divadmindelq Ctse	902E	5/31/2010		6/27/2010	Ex Dir 3 Director of Human Services	903E

*Pursuant to M.C.G.O. 17.085(1), (2), or (7), the TAHC has been extended by the Director of DHR. The County Board of Supervisors and the County Executive must approve the second extension to a *vacant unclassified* position through adoption of a Resolution.



OFFICE OF COUNTY EXECUTIVE
Milwaukee County

SCOTT WALKER • COUNTY EXECUTIVE

DATE: June 2, 2010
FROM: Thomas G. Nardelli, Chief of Staff to the Milwaukee County Executive *TGN*
TO: Supervisor Patricia Jursik, Chair, Personnel Committee
SUBJECT: Vacancies

During the May 21 meeting of the Personnel Committee a question was raised regarding the status of vacancies in appointed positions. Absent an official request, I am providing you and the committee with an update.

The Board was notified on May 27, that Ms. Lisa Marks returned to her position as Child Support Director effective May 31. As you know, Ms. Marks had been appointed Director of Health and Human Services in April of 2009, but after eight months of not having the matter heard, she requested her name be withdrawn in December of 2009.

The County Executive appointed Eric Meaux as Interim Director of DHHS through June 27, 2010. Effective June 28, the will appoint Ms. Geri Lyday to become the Interim Director. This position has been very difficult to fill with a permanent director.

Dr. Brian Peterson was appointed to the position of the Medical Examiner on May 12. My understanding is that it will go through the Committee and Board process in the June cycle.

Mr. Jack Takerian was appointed to the position of Director of the Department of Transportation and Public Works on April 28. The Board had the opportunity to approve the appointment at its May 27 meeting, but instead held it over. Mr. Takerian will now be Interim Director for another month because of that action.

Outgoing Corporation Counsel, William Domina recommended to the County Executive that his deputy, Tim Schoewe assume his former duties in accordance with State Law.

On April 26th, Ms Cynthia Archer, Director of Administrative Services announced the appointment Mr. Bud Borja to the position of Chief Information Officer to fill the vacancy created in mid-April. That appointment is subject to confirmation by the County Board and will be sent down for consideration by the Board during the July cycle.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: May 26, 2010

TO: Supervisor Elizabeth Coggs, Chair, Finance and Audit Committee
Supervisor Patricia Jursik, Chair, Personnel Committee

FROM: Steven R. Kreklow, Fiscal & Budget Administrator *SKK*

SUBJECT: Report on Vacant and Funded Positions

Issue

Board Resolution 08-231 approved in June 2008 requires the Director of Administrative Services (DAS) to provide an annual report itemizing vacant and funded positions in each department. This report must also specify the reason that funded vacancies have not been filled.

Background

DAS distributed a list of vacant and funded positions as of April 22, 2010 to each department and asked department staff to indicate the reason for the vacancy. Seasonal, pool and intern positions were not included in the analysis. Vacant funded positions that are being used to offset the salary expense of a filled, unfunded position are also excluded from the totals. DAS has asked departments to reconcile these types of discrepancies in the 2011 Budget so that all filled positions are funded.

Overview of Vacant and Funded Positions

As of April 22, 2010, there were 520 full time equivalent (FTE) funded and vacant positions. The attached tables provide summary and detailed information regarding funded and vacant positions.

Some highlights of the findings are:

- The 2010 Adopted Budget includes an adjustment to salary expenses to account for vacancy and turnover (V&T). This adjustment equates to 267 FTE, or 4.6% of total salary expense. In some cases, departments may hold a position vacant in order to generate the amount of V&T that is included in their budget.
- Of the 520 vacant and funded positions, 150 (29% of the total) are being held vacant in order to manage departmental budgets and meet V&T amounts. Approximately one half of these positions are in the Sheriff's Office. Employees of the Sheriff's Office make up 26% of total County FTE.
- 25.7% of the positions identified as vacant and funded are in the process of hiring (either recently filled, hiring in process, or on continuous recruitment). Departments are planning to fill another 56 positions later in the year.
- The additional layoffs imposed in 2010 by the County Executive resulted in 64 vacant and funded positions, primarily in the Department of Transportation and Public Works and the Department of Parks, Recreation and Culture.
- 66 vacant funded positions are in the Department of Health and Human Services, due to state takeover of the Economic Support division. DHHS has an additional 43 vacant funded positions.
- DAS, with input from the departments, provides quarterly financial reports to the Finance and Audit Committee. These reports are based on department's projections of revenues and expenditures for the remainder of the year, and incorporate salary savings that are generated from vacant and funded positions.

Recommendation

This is an informational report. No action is necessary.

Cc: Scott Walker, County Executive
Supervisor Lee Holloway, Chairman, County Board
Tom Nardelli, Chief of Staff, County Executive's Office
Steve Cady, Fiscal & Budget Analyst, County Board
Terry Cooley, Chief of Staff, County Board
Cindy Archer, Director, Department of Administrative Services
Rick Ceschin, Senior Research Analyst, County Board
Dr. Karen Jackson, Director, Human Resources

Table 1. 2010 Budgeted FTEs and Funded Vacancies as of April 22, 2010

Agency	Agency Name	Total FTE	Vacant/Funded Positions	Vacancies as a % of	
				Department Total FTEs	% of Countywide Funded Vacancies
100	County Board	60.20	3.00	5.0%	0.6%
101	Department of Audit	18.00	1.00	5.6%	0.2%
102	Veteran's Services	5.00	0.00	0.0%	0.0%
104	County Board - Comm Business Dev Partners	6.00	0.00	0.0%	0.0%
105	DAS - Procurement	5.75	2.00	34.8%	0.4%
106	DAS - Employee Benefits	21.94	2.00	9.1%	0.4%
107	DAS - Labor Relations	3.42	0.00	0.0%	0.0%
108	DAS - Office for Persons with Disabilities	4.10	0.00	0.0%	0.0%
110	County Executive	10.00	0.00	0.0%	0.0%
111	Civil Service Commission	5.00	0.00	0.0%	0.0%
112	Personnel Review Board	6.89	0.00	0.0%	0.0%
113	Corporation Counsel	20.00	2.00	10.0%	0.4%
114	DAS - Human Resources	13.52	1.00	7.4%	0.2%
115	DAS - Fiscal Affairs	46.35	7.50	16.2%	1.4%
116	DAS - Information Management Services	62.60	7.00	11.2%	1.3%
117	DAS - Risk Management	5.00	0.00	0.0%	0.0%
198	Ethics Board	0.63	0.00	0.0%	0.0%
200	Combined Court Related Operations	280.61	8.50	3.0%	1.6%
243	Department of Child Support Enforcement	133.26	9.50	7.1%	1.8%
301	Election Commission	8.01	0.00	0.0%	0.0%
309	County Treasurer	9.50	1.00	10.5%	0.2%
327	County Clerk	7.12	0.00	0.0%	0.0%
340	Register of Deeds	35.75	2.00	5.6%	0.4%
400	Sheriff	1434.17	83.75	5.8%	16.1%
450	District Attorney	157.51	7.00	4.4%	1.3%
490	Medical Examiner	27.24	0.00	0.0%	0.0%
504	Airport	275.67	35.40	12.8%	6.8%
507	Transportation Services	11.77	1.00	8.5%	0.2%
508	Architectural, Engineering & Environmental Svcs	36.40	2.00	5.5%	0.4%
510	Highway Maintenance	125.63	19.08	15.2%	3.7%
530	Fleet Management	38.02	6.00	15.8%	1.2%
570	Facilities Management	133.14	33.00	24.8%	6.3%
580	Director's Office	13.00	3.00	23.1%	0.6%
630	DHHS - Behavioral Health Division	827.70	102.27	12.4%	19.7%
790	Department on Aging	79.60	7.00	8.8%	1.3%
799	Department on Aging - CMO	90.07	12.00	13.3%	2.3%
800	Dept of Health & Human Svcs	672.09	108.75	16.2%	20.9%
900	Parks, Recreation & Culture	509.51	42.72	8.4%	8.2%
950	Zoological Department	256.11	10.50	4.1%	2.0%
991	UW Extension Service	0.75	0.00	0.0%	0.0%
	Total	5457.03	519.97	9.5%	100.0%

(1) Note that the vacant/funded count is a snapshot in time whereas budgeted FTE reflect the entire budget year.

(2) Vacancies relating to seasonal employment were removed. All funded positions are filled.

Table 2. Justification for Funded Vacancies

Org needs have changed	6.40	1.2%
Recently Filled	17.00	3.3%
On continuous recruitment	18.01	3.5%
Other	44.08	8.5%
Plan to fill later in the year	56.25	10.8%
2010 Layoff	64.00	12.3%
Vacant due to State ESD Takeover	66.00	12.7%
Hiring in Process	98.48	18.9%
Budget Management	149.75	28.8%
Total	519.97	100.0%

Table 3. Funded Vacancies by High Org and Reason for Vacancy

1000 County Board		
Budget Management	2.00	
Other	1.00	
TOTAL		3.00
1001 Dpt of Audit		
Hiring in Process	1.00	
TOTAL		1.00
1130 Corporation Counsel		
Hiring in Process	1.00	
Other	1.00	
TOTAL		2.00
1140 DAS - Human Resources		
Plan to fill later in the year	1.00	
TOTAL		1.00
1151		
Org needs have changed	0.50	
Hiring in Process	3.00	
Plan to fill later in the year	4.00	
TOTAL		7.50
1152 DAS - Procurement		
Hiring in Process	1.00	
Plan to fill later in the year	1.00	
TOTAL		2.00
1160 DAS - IMSD		
Budget Management	2.00	
Hiring in Process	5.00	
TOTAL		7.00
1188 DAS - Employee Benefits		
Hiring in Process	1.00	
Plan to fill later in the year	1.00	
TOTAL		2.00
2000 Combined Courts		
Hiring in Process	3.00	
Other	1.00	
Plan to fill later in the year	4.50	
TOTAL		8.50

2430 Child Support Enforcement		
Hiring in Process	7.00	
Org needs have changed	0.50	
Recently Filled	2.00	
TOTAL		9.50
3090 County Treasurer		
Hiring in Process	1.00	
TOTAL		1.00
3400 Register of Deeds		
Budget Management	2.00	
TOTAL		2.00
4000 Sheriff		
Budget Management	73.00	
Plan to fill later in the year	10.75	
TOTAL		83.75
4500 District Attorney		
Budget Management	4.00	
Hiring in Process	2.00	
Org needs have changed	1.00	
TOTAL		7.00
5040 DTPW - Airport		
2010 Layoff	8.00	
Budget Management	4.00	
Hiring in Process	4.00	
On continuous recruitment	1.00	
Org needs have changed	2.40	
Plan to fill later in the year	14.00	
Recently Filled	2.00	
TOTAL		35.40
5070 DTPW - Transportation Services		
Plan to fill later in the year	1.00	
TOTAL		1.00
5080 DTPW - A&E		
2010 Layoff	2.00	
TOTAL		2.00
5100 DTPW - Highway Maintenance		
Budget Management	4.00	
Hiring in Process	3.00	
Other	10.08	
Plan to fill later in the year	2.00	
TOTAL		19.08

5300 DTPW - Fleet Management		
2010 Layoff	4.00	
Org needs have changed	1.00	
Recently Filled	1.00	
TOTAL		6.00
5700 DTPW - Facilities Management		
2010 Layoff	27.00	
Plan to fill later in the year	2.00	
Hiring in Process	1.00	
On continuous recruitment	3.00	
TOTAL		33.00
5800 DTPW - Director's Office		
Hiring in Process	3.00	
TOTAL		3.00
6300 Behavioral Health Division		
Budget Management	16.50	
Hiring in Process	41.76	
On continuous recruitment	14.01	
Other	12.00	
Plan to fill later in the year	10.00	
Recently Filled	8.00	
TOTAL		102.27
7900 Department of Aging		
Budget Management	1.00	
Hiring in Process	5.00	
Recently Filled	1.00	
TOTAL		7.00
7990 Department of Aging - CMO		
Org needs have changed	1.00	
Other	7.00	
Plan to fill later in the year	4.00	
TOTAL		12.00
8000 Department of Health and Human Services		
Budget Management	28.75	
Hiring in Process	1.00	
Other	12.00	
Plan to fill later in the year	1.00	
Vacant due to State ESD Takeov	66.00	
TOTAL		108.75

9000 Parks, Recreation and Culture		
2010 Layoff	23.00	
Budget Management	2.00	
Hiring in Process	14.72	
Recently Filled	3.00	
TOTAL		42.72

9500 Zoo		
Budget Management	10.50	
TOTAL		10.50

GRAND TOTAL		519.97
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MILWAUKEE DISTRICT COUNCIL 48

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RICHARD W. ABELSON
Executive Director

BRIAN STAFFORD
President



American Federation of State
County & Municipal Employees

June 2, 2010

Patricia Jursik
Milwaukee County Board
901 N. 9th Street, Room 201
Milwaukee, WI 53233

Dear Supervisor Jursik:

On behalf of the membership of Milwaukee District Council 48, I want to thank you for the public invitation you proffered at the County Board Meeting for District Council 48 to return to the bargaining table. If your intention is to signal to the Union that the County is prepared to amend its current offer to a proposal which is substantially similar to the tentative agreement which the Union reached in good faith with the County in September, 2009, be advised that we are most interested in returning to the face-to-face negotiations.

However, if the County's offer remains substantially unchanged, I must again indicate that the Union's Bargaining Team and its Joint Bargaining Committee have rejected that offer. We have clearly communicated our position to the County. I regret that it appears you have not received this information. I take full responsibility for not getting this information to you. Let me also remind you, however, that the Union has filed a number of prohibited practices and lawsuits over the County's conduct during these negotiations, which further confirms the Union's position.

Let me suggest, in the strongest manner possible, that at this juncture the bargaining process would be best served if the parties proceed to interest arbitration to resolve this contract dispute with all haste. However, we cannot proceed to interest arbitration because the County has filed what the Union believes to be a frivolous declaratory ruling regarding an item contained in the Union's final offer. The filing of a declaratory ruling prevents the certification of final offers, and precludes us from reaching arbitration.

Patricia Jursik
June 2, 2010
Page two

If the County withdraws its declaratory ruling, we could immediately proceed to certify our final offers, select an arbitrator, proceed to hearing, and get a decision. It is your declaratory ruling which prevents us from moving forward, not any Union action.

Lastly, let me suggest that communicating through the media is tremendously inefficient and unproductive. In the future, we respectfully request that you communicate directly to the Union.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Abelson', with a long horizontal line extending to the right.

Richard W. Abelson
Executive Director

RWA:sf