



**BE A FORCE**

**Milwaukee Police Department**  
Police Administration Building  
749 West State Street  
Milwaukee, Wisconsin 53233  
<http://www.milwaukee.gov/police>

**Edward A. Flynn**  
Chief of Police  
  
(414) 935-7200

July 7, 2014

The Board of the  
Fire and Police Commission  
200 East Wells Street, Room 706  
Milwaukee, WI 53222



RE: RECLASSIFICATION REQUEST - ELECTRONIC TECHNICIAN

On June 2, 2014, I requested that your Honorable Commission conduct a recruitment, administer an examination, and provide an eligible list for the position of Electronic Technician (Pay Range 3MN). Your Honorable Commission referred the matter to the Department of Employee Relations at your June 5, 2014 meeting.

The Police Department is authorized seven (7) Electronic Technician positions. Five of the positions are currently filled. These positions install, repair, and maintain all radio communications equipment utilized by the Milwaukee Police Department and other city departments. Historically, the Department has had difficulty filling these positions due to the technical nature of the position and the current salary. The last two eligible lists for the position consisted of three individuals each. Due to the difficulty of filling these positions, I am requesting a reclassification study be conducted.

Accordingly, I request that this matter be referred to the Department of Employee Relations (DER) for study. Department representatives are prepared to assist DER staff with the reclassification process.

Sincerely,

EDWARD A. FLYNN  
CHIEF OF POLICE

JAMES C. HARPOLE  
ASSISTANT CHIEF OF POLICE

EAF:JCH:VW



Department of Employee Relations

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Deborah Ford**  
Labor Negotiator

July 7, 2014

Fire and Police Commission  
City Hall, Room 706A

Attention: Michael G. Tobin, Executive Director

Dear Commissioners:

Enclosed is a report concerning the reclassification of the Electronic Technicians in the Police Department for distribution to each Commissioner, the Executive Director, and for other distribution as necessary.

Sincerely,

Maria Monteagudo  
Director of Employee Relations

MM:few

Enclosures: Job Evaluation Report

C: Chief of Police Edward Flynn  
Chief of Staff Joel Plant  
Inspector of Police Mary Hoerig  
Elvan Cole  
Valarie Williams  
Pamela Roberts  
Drita Spahiu  
Patty Krauser  
Cynthia Ratliff  
All incumbents



**JOB EVALUATION REPORT**

Fire and Police Commission Meeting Date: July 10, 2014

**Police Department**

Current	Request	Recommendation
Electronic Technician PR 3MN (\$48,173 - \$61,023)	Study of Position	Electronic Technician PR 3MN (\$52,951 – \$61,023)
<p><b>Analysis:</b>                      This report recommends establishing higher recruitment rates for the job of Electronic Technician to attract a pool of well qualified candidates. Two vacancies for the job currently exist.</p>		

**Background**

On June 26, 2014, we received a communication from the Fire and Police Commission from the Chief of Police requesting that a study of Electronic Technicians be conducted. In this communication, Chief Flynn stated that “historically, the Department has had difficulty filling these positions due to the technical nature of the position and the current salary.”

In studying this request, the following documentation was reviewed:

- A job analysis conducted for purposes of staffing performed by the a staffing analyst with management representatives of the Milwaukee Police Department
- Detailed descriptions of some 50 electronics jobs, the certifications offered for each job, and a detailed list of competencies required for each certification from the Electronics Technicians Association
- The draft of an examination announcement for Electronic Technician
- Job descriptions of related jobs from other municipalities
- The most current job description for Electronic Technician
- Salary data for related jobs from ERI, Economic Research Institute, Inc., a service to which the Department of Employee Relations subscribes

**Duties and Responsibilities**

Electronic Technicians in the Police Department repair, install, and maintain all mobile radio communications equipment used by the Police Department and other City departments as well as fixed-site radio communication equipment. As with virtually all jobs of this nature that work with communications equipment, the technology used by Electronic Technicians now includes such equipment as base stations, voting receiver systems, IP dispatch consoles, power distribution system, T1 shelves, fiber optics, Ethernet wireless bridges, point-to-point microwave systems, and channel banks. This type of technology is associated with telecommunications. The current salary range from this job is shown below.

**Current Pay Range for Electronic Technician**  
**Effective Pay Period 14, 2014**

Minimum	Recruitment rate for 3 years of experience	Recruitment rate for 4 years of experience	Maximum
\$48,173	\$50,505	\$52,951	\$61,023

*These rates are for informational purposes. Official rates of pay are biweekly.*

Due to their long tenure on the job, from seven to 15 years, all current Electronic Technicians are compensated at the maximum of the range.

**Wage Survey**

In order to understand the current labor market for this job we obtained wage information from ERI, a service to which the Department of Employee Relations subscribes. Although ERI's database did not contain an exact match to the job of Electronic Technician in the Police Department, the following three jobs provide an indication of the labor market in Southeastern Wisconsin for jobs requiring related skills.

**Wage Survey Data**  
**Radio Mechanic, Communications Technician, Telecommunications Technician**  
**Southeastern Wisconsin - Source: ERI**

<b>Radio Mechanic</b>					
Area Name	10th Percentile	25th Percentile	ERI Survey Mean Annual Salary	75th Percentile	90th Percentile
SE Wisconsin	41,757	44,450	48,051	51,493	55,027
<b>Communications Technician</b>					
Area Name	10th Percentile	25th Percentile	ERI Survey Mean Annual Salary	75th Percentile	90th Percentile
SE Wisconsin	43,051	45,653	49,164	52,466	55,884
<b>Telecommunications Technician</b>					
Area Name	10th Percentile	25th Percentile	ERI Survey Mean Annual Salary	75th Percentile	90th Percentile
SE Wisconsin	49,610	52,820	57,116	61,258	65,499
Data as of: 4/1/2014 Annualized. Salary Trend: 1.8% (Adjustment: 0.45%)					
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Considering rates of pay for Radio Mechanic and Communications Technician, the data indicates that the current pay level for Electronic Technician would be adequate if the duties and responsibilities of the

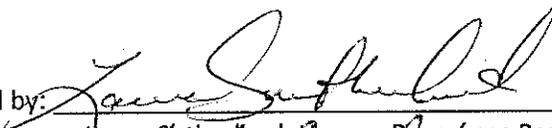
job were not evolving to include some of the work associated with telecommunications. As has been noted, however, this is not the case. The degree to which these jobs will further evolve is not known.

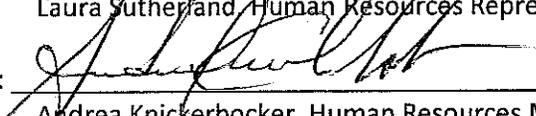
As may be seen, Telecommunications Technicians are compensated higher than Radio Mechanics or Communications Technicians. Considering the current boom in wireless technologies, demand for these jobs is assumed to be strong. In addition, ERI's database indicates that about one-half of employers require a Telecommunication Technicians to possess a two-year degree to enter the job. These two factors--demand for the job and a higher level training and skills-- tend to push wages higher. The other two jobs listed above typically require high school graduation or a year of additional training beyond high school.

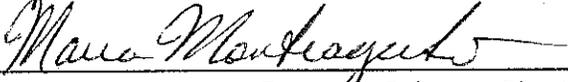
It appears that the work of Electronic Technicians in the Police Department is moving away from a concentration upon radio transmission to wireless communication equipment associated with telecommunications. For that reason, and to enhance the current recruitment capabilities of the Police Department, we recommend changing the recruitment rates for Electronic Technician as shown in the table below.

**New Recommended Pay Range  
For Electronic Technician**

Minimum	Recruitment with 3 years of experience	Recruitment with 4 years of experience	Maximum
\$52,951	\$55,493	\$58,157	\$61,023

Prepared by:   
\_\_\_\_\_  
Laura Sutherland, Human Resources Representative

Reviewed by:   
\_\_\_\_\_  
Andrea Knickerbocker, Human Resources Manager

Reviewed by:   
\_\_\_\_\_  
Maria Montegudo, Employee Relations Director