

**Chairperson:** Supervisor Paul M. Cesarz, 278-4267

**Committee Clerk:** Jodi Mapp, 278-4073

**Research Analyst:** Rick Ceschin, 278-5003

**COMMITTEE ON PERSONNEL**  
**Friday, May 8, 2009 – 9:00 a.m.**  
**Milwaukee County Courthouse, Room 201-B**

**MINUTES**

**PRESENT:** Supervisors Larson, Borkowski, \*De Bruin, \*Weishan, Dimitrijevic, Thomas and Cesarz (Chair)

\*Supervisors De Bruin and Weishan were not present at the time of roll call but appeared shortly thereafter.

**SCHEDULED ITEMS:**

1. 09-22(a) From the 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.)**

***MOTION BY:(Thomas) Lay over Sheriff positions contained within the  
Reclassification section of the report.***

This action was so ordered by the Chair. All remaining items contained within the Reclassification section and all remaining sections contained within the report dated April 23, 2009, will be implemented.

2. 09-23(a) From the Director of Human Resources relative to appointments at an advanced step of the pay range. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**APPEARANCE:**

Yvonne Makowski, Human Resources Coordinator, Behavioral Health Division, DHHS

Questions and comments ensued.

***The Committee took no action regarding this informational report.***

3. 09-24(a) From the 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)**

SCHEDULED ITEMS:

**APPEARANCE:**

Dr. Karen Jackson, Director, Human Resources, DAS

Questions and comments ensued.

***The Committee took no action regarding this informational report.***

4. 09-72(a) From the Director of Human Resources relative to the length of time elapsed from receipt of a request for certification to hire, including days elapsed from request to posting and from application deadline to the creation of a cert list. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**APPEARANCES:**

Dr. Karen Jackson, Director, Human Resources, DAS  
Sean Moore, Human Resources Coordinator, Department of Transportation and Public Works

Questions and comments ensued.

***The Committee took no action regarding this informational report.***

5. 09-P-05 From the Directors, Human Resources, Fiscal Affairs-DAS, and Labor Relations, providing an informational report regarding 2009 County layoffs, contract terms and language relating to hiring of displaced employees, and a proposed resource plan to provide assistance to displaced employees. **(Also considered by the Committee on Finance and Audit.) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**APPEARANCES:**

Dr. Karen Jackson, Director, Human Resources, DAS  
John Chianelli, Administrator, BHD, DHHS  
Yvonne Makowski, Human Resources Coordinator, BHD, DHHS  
Pat Wright, Employment and Staffing Manager, Human Resources

- 01:36 Mr. Chianelli indicated management, over the last fourteen days, has been working on the actual transition phase of the food service take over by the new vendor, which takes place on June 7, 2009. The logistics are being worked out to get that vendor up, running, and ready to prepare food. Being able to feed the patients is a priority. In the meantime, a strategy has been developed to help support employees (68 are affected) during the interviewing process with the new vendor, as well as incorporating employment transition training.

**SCHEDULED ITEMS:**

This support included assistance by staff ensuring that every employee received an application for the new vendor.

The Behavioral Health Division (BHD) is working closely with Human Resources to address layoff placement possibilities that are available in the County. The layoff placement date is scheduled for May 13<sup>th</sup>, at which time Human Resources will sit down and work with the most senior staff in regards to where there are vacancies within the County. To date, 33 represented and 5 non-represented employees have submitted applications to the new vendor, 3 employees are on medical leave, 3 employees have reported to management that they are pursuing the retirement track, and 6 employees will be taking advantage of the CNA test, which will enable them to apply for CNA training.

The new vendor has completed interviews and will be making offers to employees within the next several days. A letter went out to all employees on May 7<sup>th</sup> detailing the new vendor's work rules, how business will run, and what employees can expect.

Questions and comments ensued.

09:38 Supervisor Dimitrijevic requested that the Committee continue to receive reports as information becomes available.

16:39 Ms. Patty Yunk, AFSCME-DC48, appeared and spoke regarding this item.

***The Committee took no action regarding this informational report.***

**Item #s 6 and 9 were addressed together but considered separately.**

6. 09-202 From the Directors of Human Resources and Parks, Recreation, and Culture providing an informational report on the proposed structure of the Summer Youth Employment Program and requesting authorization to execute an agreement with the Milwaukee Area Workforce Investment Board, Inc. for the 2009 Summer Youth Employment Program. **(Also to the Committee on Parks, Energy and Environment.)**

**APPEARANCES:**

Sue Black, Director, Parks, Recreation, and Culture  
Matthew Collins, Marketing, Parks, Recreation, and Culture  
Chytania Brown, Workforce Investment Board

01:51 Ms. Black stated last year, the Summer Youth Employment Program

**SCHEDULED ITEMS:**

(SYEP) received its money from Milwaukee Public Schools (MPS). Notification came the last week in June, and the program was implemented a week later. When planning for the SYEP, the most important aspect is identifying funding. There are three different components, one of which is money included in the Human Resources Budget that is a match for MPS money. In the meantime, the Department is working on putting together the different position classifications. Simultaneously, stimulus money became available through the Workforce Investment Board.

Ms. Black concluded by stating that she is requesting authorization to enter into a contract with the Workforce Investment Board and to set up the structure for the program.

03:50 Mr. Collins provided the Committee with a brief overview of last year's program and detailed the 2009 SYEP.

06:37 Ms. Brown provided information regarding the limitations set by the American Recovery Act as they relate to who can fill the positions, where the youth can work, and the positions that can be held.

Questions and comments ensued.

14:33 Ms. Patty Yunk, AFSCME-DC48, appeared and spoke regarding this item.

***MOTION BY:(Dimitrijevic) Approve. 6-0***

**AYES:** Larson, Borkowski, De Bruin, Weishan, Dimitrijevic and Cesarz (Chair) – 6

**NOES:** 0

**EXCUSED:** Thomas – 1

***RECOMMENDATIONS RELATIVE TO CLASSIFICATION AND RATES OF PAY FOR CREATION OF POSITIONS IF RECOMMENDED BY THE FINANCE COMMITTEE:***

7. 09-198 From the Office of the Sheriff requesting authorization to abolish 24 Correction Officer I positions, one Assistant Superintendent HOC position, one Investigator Coordinator position, and one Administrative Assistant position; unfund one Superintendent HOC position; and create five positions of Correction Officer Lieutenant and four positions of Deputy Sheriff Lieutenant. **(Also to the Committee on Finance and Audit, Department of Administrative Services, and Division of Human Resources.)**

**SCHEDULED ITEMS:**

**APPEARANCE:**

Kevin Carr, Inspector, Office of the Sheriff

00:53 **MOTION BY:(Thomas) Lay item over to the Call of the Chair. 5-0**

**AYES:** Larson, Borkowski, Dimitrijevic, Thomas,  
and Cesarz (Chair) – 5

**NOES:** 0

**EXCUSED:** De Bruin and Weishan - 2

8. 09-197 From the Clerk of Circuit Court requesting authorization to abolish two Deputy Court Clerk/Judicial Assistant (Part-time) positions, position numbers 0082 and 0090, and create one Deputy Court Clerk/Judicial Assistant (FTE). **(Also to the Committee on Finance and Audit, Department of Administrative Services, and Division of Human Resources.)**

**APPEARANCES:**

Jim Smith, Chief Deputy, Clerk of Circuit Court

Brenda Ottesen, Human Resources Coordinator, Clerk of Circuit Court

00:40 Ms. Ottesen stated that these are two part-time positions created for the purpose of covering Intake Court on weekends. She indicated it is hard to fill those positions, and when filled, it has been hard to retain the employees. The part-time positions are both funded with benefits attached. The request is to create one full-time position.

**MOTION BY:(Dimitrijevic) Approve. 6-0**

**AYES:** Larson, Borkowski, De Bruin, Weishan, Dimitrijevic  
and Cesarz (Chair) – 6

**NOES:** 0

**EXCUSED:** Thomas – 1

9. 09-203 From the Director of Parks, Recreation, and Culture requesting authorization to create 42 Student Worker III FTE positions (with under-fill positions at the I and II level), eight Student Intern FTE positions, two Youth Employment Lead FTE positions, and one Student Program Coordinator FTE position. **(Also to the Committee on Finance and Audit, Department of Administrative Services, and Division of Human Resources.)**

**APPEARANCE:**

Rick Ceschin, Research Analyst, County Board

17:04 Mr. Ceschin introduced and explained the amendment offered by Supervisor Borkowski.

SCHEDULED ITEMS:

**MOTION BY:(Borkowski) AMEND the Resolution by deleting the “BE IT RESOLVED” clause and replacing it with the following “BE IT RESOLOVED” clause:**

**BE IT RESOLVED that the following position actions are approved for the Parks Department effective June 14, 2009:**

<u>Action</u>	<u>Title</u>	<u>Org.</u>	<u>No. Pos.</u>	<u>PR</u>
Create	Student Worker III	9000	42	5108
Create	Student Intern	9000	8	511M
Create	Youth Employment Lead	9000	2	24M
Create	Student Program Coord.	9000	1	24M. 6-0

**AYES:** Larson, Borkowski, De Bruin Weishan, Dimitrijevic and Cesarz (Chair) – 6

**NOES:** 0

**EXCUSED:** Thomas - 1

**MOTION BY:(Borkowski) Approve as AMENDED. 6-0**

**AYES:** Larson, Borkowski, De Bruin, Weishan, Dimitrijevic and Cesarz (Chair) – 6

**NOES:** 0

**EXCUSED:** Thomas – 1

COLLECTIVE BARGAINING (CAUCUS) (CLOSED SESSION):

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

10. 09-P-04 Deliberation, negotiation or re-negotiation of collective bargaining agreements.

**MOTION BY:(Larson) Adjourn into closed session under the provisions of Wisconsin Statutes, Section 19.85(1)(c), (g), for the purpose of discussing Item #10. 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 items. 6-0**

**AYES:** Larson, Borkowski, De Bruin, Weishan, Dimitrijevic, and Cesarz (Chair) - 6

**NOES:** 0

**EXCUSED:** Thomas - 1

**SCHEDULED ITEMS:**

The Committee convened into closed session at approximately 10:20 a.m. The Committee did not reconvene back into open session.

**STAFF PRESENT:**

Yvonne Makowski, Human Resources Coordinator, Behavioral Health Division, DHHS  
Dr. Karen Jackson, Director, Human Resources, DAS  
Sean Moore, Human Resources Coordinator, Department of Transportation and Public Works  
Pat Wright, Employment and Staffing Manager, Human Resources  
John Chianelli, Administrator, Behavioral Health Division, DHHS  
Sue Black, Director, Parks, Recreation and Culture  
Matthew Collins, Marketing, Parks, Recreation, and Culture  
Kevin Carr, Inspector, Office of the Sheriff  
Jim Smith, Chief Deputy, Clerk of Circuit Court  
Brenda Ottesen, Human Resources Coordinator, Clerk of Circuit Court  
Rick Ceschin, Research Analyst, County Board

This meeting was recorded. The foregoing items were not necessarily considered in agenda order. 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, is available in the County Board Committee Services Division.

Length of meeting: 9:08 a.m. to 11:37 a.m.

Adjourned,

*Jodi Kapp*

Committee Clerk  
Committee on Personnel