



**AGENDA  
BOARD OF CITY SERVICE COMMISSIONERS**

July 16, 2019

1:30 PM

City Hall, 200 East Wells Street, Room 301-A



Francis Bock, President  
Marilyn Miller, Vice President  
Steve Smith  
Jeremy Levinson – Excused  
Janet Cleary

Maria Monteagudo, Secretary  
Patrick McClain, Commission Attorney  
Karen Biernat, Admin. Services Coordinator  
(414) 286-3398

1. Approval of the MINUTES from the REGULAR meeting held on June 25, 2019.

**GENERAL HEARING**

2. The Secretary presents the following SUMMARY OF CLASSIFICATION REPORTS for approval.

**Assessor’s Office**

Current	Recommendation
Senior Property Appraiser PR 2HN(\$63,232 - \$75,899) (One Position)	Assessment Appeals Director PR 1JX (\$80,442 - \$112,627) FN: Actual Rates <b>(\$95,800 - \$112,627)</b> FN: Recruitment Flexibility (One Position)

Note: Residents receive a rate that is 3% higher.

**Common Council – City Clerk**

Current	Recommendation
Community Outreach Liaison PR 2EX (\$48,670 - \$63,426) (One Position)	Events and Outreach Coordinator PR 2FX (\$48,670 - \$67,616) (One Position)

Note: Residents receive a rate that is 3% higher.

**Department of Administration- Budget and Management Division**

Current	Recommendation
Fiscal Planning Specialist-Senior PR 2KX (\$66,435 - \$93,010) (One Position)	Capital and Debt Specialist PR 2LX (\$70,827 - \$99,154) (One Position)

Note: Residents receive a rate that is 3% higher.

## Health Department – Reorganization

### Community Health Branch

Empowering Families of Milwaukee Program Manager PR 1EX (\$58,462 - \$81,844) Recruitment at \$63,807 (One Position)	Empowering Families of Milwaukee Program Manager PR 1FX (\$62,338 - \$87,270) FN: Recruitment at \$68,274 (One Position)
WIC Program Manager PR 1DX (\$54,865 - \$76,806) (One Position)	WIC Program Manager PR 1EX (\$58,462 - \$81,844) (One Position)
Health Access Assistant II PR 6FN (\$30,664 - \$38,406) FN: Recruitment Rate of \$34,717 (Six Positions)	Health Access Assistant PR 5FN (\$40,516 - \$48,248) FN: Recruitment Rate of \$42,539 (Six Positions)
Health Access Assistant I PR 6EN (\$28,267 - \$35,922) FN: Recruitment Rate of \$30,529 (Underfill Title)	

Note: Residents receive a rate that is 3% higher.

### Policy, Innovation and Engagement Branch

Compliance Analyst PR 2GX (\$51,469 – 72,063) (One Position)	Health Strategy Director PR 1GX (\$66,435 - \$93,010) (One Position) FN: Recruitment anywhere in the Range with approval by DER and the Finance and Personnel Committee Chair
Substance Abuse and Control Program Manager PR 2IX (\$58,462 - \$81,844) (One Position)	Public Health Strategist PR 2IX (\$58,462 - \$81,844) (One Position)
Public Health Planner PR 2IX (\$58,462 - \$81,844) (One Position)	Public Health Strategist PR 2IX (\$58,462 - \$81,844) (One Position)
Office Assistant III PR 6FN (\$34,717 - \$38,406) (One Position)	Administrative Assistant III PR 5FN (\$42,539 - \$48,248) (One Position)

Note: Residents receive a rate that is 3% higher.

## Health Department – Other Positions

### Community Health Branch

Current	Requested
Public Health Nurse 3 PR 2DN, 2EN, and 2FN (\$53,044 - \$67,616)* (One Position)	Lactation Counselor PR 2EN (\$45,305 - \$63,426) Recruitment Rate of \$53,044 (Two 0.5 FTE Positions)
Public Health Nurse 3 PR 2DN, 2EN, and 2FN (\$53,044 - \$67,616)* (Two Positions)	Community Outreach Specialist PR 2EN (\$48,670 - \$63,426) Recruitment Rate of \$53,044 (Two Positions)

Clinic Assistant PR 5BN (\$30,530 - \$37,456) (One Position)	Program Assistant I PR 5EN (\$40,501 - \$46,724) (One Position)
Public Health Nurse 3 PR 2DN, 2EN, and 2FN (\$53,044 - \$67,616)* (Two Positions)	Community Education Assistant PR 5BN (\$30,530 - \$37,456) (Two Positions)

\*Reflects Rates for Public Health Nurse, 1, 2 and 3 as Position Authority is at Public Health Nurse 3.

Note: Residents receive a rate that is 3% higher.

**Environmental Health Branch**

Emergency Preparedness Coordinator – Workforce Development PR 2FX (\$48,670 - \$67,616) (One Position)	Public Health Emergency Response Planning Coordinator PR 2HX (\$54,865 - \$76,806) (Two Positions)
Public Health Emergency Response Planning Coordinator PR 1DX (\$54,865 - \$76,806) (One Position)	

Note: Residents receive a rate that is 3% higher.

3. The Secretary presents to the Commission the CLASSIFICATION REPORT(S) of PROBATIONARY SERVICE for approval.
  
4. The Annual Meeting of the Board of City Service Commissioners under the provisions of Section 63.18 of the Wisconsin Statutes, which states:
 

“The Commission shall, at a meeting in July of each year, elect one member to act as President and one member to act as Vice President, each for a term of one year and until a successor is duly elected.”

  - a.) Election of President
  - b.) Election of Vice President
  
5. The Secretary reports receipt of a communication from the Milwaukee Health Department requesting an EXTENSION of TEMPORARY APPOINTMENT, longer than 90 days, for Michael Stevenson, Public Health Planning and Policy Director, beginning July 23, 2019, ending January 11, 2020.
  
6. The Secretary reports receipt of a communication from the Department of Public Works requesting an EXTENSION of PROBATIONARY PERIOD longer than 90 days for Ppharaoh Washington, Electrical Worker, DPW, retroactive to July 13, 2019, ending October 13, 2019.
  
7. The Secretary reports receipt of a communication from the City Clerk’s Office requesting an EXTENSION OF TEMPORARY APPOINTMENT, longer than 90 days, for Sandra Rusch Walton, Public Relations Supervisor, retroactive to July 15, 2019, ending November 30, 2019.

## PUBLIC HEARING

8. FINAL ADOPTION of the proposed change to City Service Rule VIII, Section 8 (f), Requisitions, Certifications and Appointment – Probationary Period. The proposed changes are based on a communication from the Department of Neighborhood Services requesting to increase the probationary period from six months to twelve months for the position of Fire Protection Engineer III position.
  
9. The Secretary presents to the Commission the proposed Health Department's LAYOFF PLAN for the following two positions; Director of Disease Control and Environmental Health and Men's Health Manager.
  
10. The SEPARATION (NON-DISCIPLINARY) APPEAL hearing regarding Margo Manassa, Public Health Nurse Coordinator, Milwaukee Health Department.

**PLEASE NOTE:** Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities through sign language interpreters or auxiliary aids. For additional information or to request this service, contact the Secretary to the City Service Commission at 286-3335, (FAX) 286-0800, (TDD) 286-2960 or by writing to the Secretary at Room 706, City Hall, 200 E. Wells Street, Milwaukee, WI 53202.

The Board may receive a motion to convene in closed Session pursuant to Section 19.85(1)(c) or (f) Wis. Stats., if necessary. The Board may then reconvene in open session concerning any such item following the closed session pursuant to s. 19.85(2) Wis. Stats.