

## BOARD OF CITY SERVICE COMMISSIONERS MINUTES

VIRTUAL Go To Webinar meeting of the Board of City Service Commissioners held TUESDAY, July 28, 2020, at 1:30 pm.

|               |  |
|---------------|--|
| Commissioners | Francis Bock, President<br>Marilyn Miller, Vice President<br>Steve Smith<br>Janet Cleary   |
| Staff         | Maria Monteagudo, Commission Secretary<br>Patrick McClain, Assistant City Attorney<br>Karen Biernat, Administrative Services Coordinator |

A quorum being present, President Bock called the meeting to order at 1:30 pm.

The REGULAR MEETING MINUTES on July 14, 2020, were APPROVED.

(Commissioners Cleary/Miller, unanimous)

The Commission APPROVED the following CLASSIFICATION REPORTS as submitted. (Andrea Knickerbocker, Human Resource Manager, DER, was present to answer questions on these items.)

(Commissioners Miller/Smith, unanimous)

### Department of Public Works-Infrastructure Services

| Current  | Recommended   |
|--|---|
| Mechanical Engineer II<br>PR 2GN (\$51,469 - \$72,063)<br>Recruitment rate is \$58,373<br>(One Position) | Mechanical Engineer III<br>PR 2IN (\$58,462 - \$81,844)<br>Recruitment rate is \$66,324<br>(One Position)   |
| Accountant III<br>PR 2GX (\$51,469 - \$72,063)<br>(Two Vacant Positions)                                 | Accounting and Grant Specialist<br>PR 2HX (\$54,865 - \$76,806)<br>Recruitment anywhere in the range with approval by DER<br>(Two Vacant Positions) |

Note: Residents receive rates that are 3% higher

### Election Commission

| Current  | Requested  |
|--|--|
| Election Services Office Administrator<br>PR 2FN (\$48,294 - \$67,616)<br>(One Position)   | Administrative Services Coordinator<br>PR 5JN (\$47,095 - \$57,144) Recruitment at \$49,344<br>(One Position)  |
| One New Position   | Election Services Business Systems Coordinator<br>PR 1EX (\$58,462 - \$81,844)<br>(One Position)   |
| Election Services Manager<br>PR 1HX (\$70,827 - \$99,154)<br>(One Position)  | Election Commission-Deputy Director<br>PR 1HX (\$70,827 - \$99,154)<br>(One Position)  |
| Election Inspector (0.26 FTE)<br>PR 9AN (\$130 Daily)<br>Additional \$15 per Instruction Class<br>Additional \$100 per day for August 11 & November 3, 2020 elections<br>2,500 Positions | Election Inspector (0.26 FTE)<br>PR 9AN (\$130 Daily)<br>Additional \$15 per Instruction Class<br>Additional \$100 per day for August 11 & November 3, 2020 elections<br>2,300 Positions |

|  |   |
|--|---|
|  | <b>ELECTION COMMISSION CONT'D</b>   |
|  | Chief Inspector (0.26 FTE)<br>PR 9DN (\$225 Daily)  |
|  | Additional \$40 for initial five-hour class and \$25 for each instruction class<br>Additional \$100 per day for August 11 & November 3, 2020 elections<br>200 Positions |

Note: With the exception of Election Inspectors and Chief Inspectors, residents receive a rate that is 3% higher.

**Health Department**

| Current             | Recommended  |
|---------------------|--|
| New Underfill Title | Temporary Human Resources Assistant<br>PR 9RN (\$45,473 - \$55,825)<br>To be paid in the following range: (\$47,779 - \$54,669).<br>Recruitment at any point in range with DER approval. |

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

**Health Department**

| Current  | Recommended  |
|--|--|
| Temporary Public Health Aide<br>PR 9SN (\$30,865 - \$35,902)<br>FN: Recruitment at any point in the range with DER approval.<br>(12 Auxiliary Positions) | Temporary Customer Service Representative II<br>PR 9UN (\$36,252 - \$39,943)<br>FN: Recruitment at any point in the range with DER approval.<br>(12 Auxiliary Positions) |

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

The Commission APPROVED the CLASSIFICATION REPORT OF PROBATIONARY PERIOD(S) as submitted with the Port of Milwaukee report HELD. (Andrea Knickerbocker, Human Resource Manager, DER, was present to answer questions on these items.)

(No Action Taken)

The Secretary reported to the Commission the FINDINGS and RECOMMENDATIONS from the Comptroller's Office audit and review of the Department of Employee Relations Hiring Process. (James Gray, Auditor, Comptroller's Office, gave the presentation and Kristin Urban, Staffing Services Manager, DER, were present to answer any questions on this item.)

(No Action Taken)

The Secretary, Maria Monteagudo assumed the Chair to call for nominations for the office of President for the coming year.

Commissioner Smith nominated Frank Bock for election as President. There were no further nominations. Commissioner Bock stated he was willing to serve. Commissioner Bock was declared President.

(Commissioners Cleary/Smith, unanimous)

The Secretary, Maria Monteagudo called for nominations for the office of the Vice President for the coming year.

Commissioner Smith nominated Marilyn Miller for election as Vice President. There were no further nominations. Commissioner Miller stated she was willing to serve. Commissioner Miller was declared Vice President.

(Commissioners Cleary/Smith, unanimous)

The Commission APPROVED the REINSTATEMENT of Mike Shibilski to the position of Engineer Tech IV, DPW, pending more information. (Lindsey O'Connor, Human Resources Officer, was present to answer questions on this item).

(Commissioners Cleary/Miller, unanimous)

The Commission APPROVED the communication from the Milwaukee Health Department requesting ALL AUXILIARY TEMPORARY APPOINTMENTS, recently created and classified, be for fourteen months, ending December 31, 2021. (Jeanette Kowalik, Commissioner, MHD, and Rocio Serna, Human Resources Officer, MHD, were present to answer questions on this item).

(Commissioners Smith/Miller, unanimous)

The Commission APPROVED the communication from the Department of Public Works-Operations Division requesting an EXTENTION OF TEMPORARY APPOINTMENT for Mike Levy, Sanitation Supervisor, retroactive to June 23, 2020, ending September 21, 2020. (Kaylyn Jennik, Parking Financial Manager, DPW, was present to answer questions on this item).

(Commissioners Smith/Miller, unanimous)

There being no further business, the meeting adjourned at 2:16 p.m.

(Commissioners Miller/Smith, unanimous)

ATTEST:

*Frank Bock*

FRANCIS BOCK  
PRESIDENT

*Maria Monteagudo*

MARIA MONTEAGUDO  
DIRECTOR, EMPLOYEE RELATIONS