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<b>WHO TO CONTACT</b> <i>Regarding Employment-Related Issues in the City of Milwaukee</i>		
<b>SUBJECT</b>	<b>CONTACT 1:</b>	<b>CONTACT 2:</b>
American with Disabilities Act (ADA)/ADAAA, <i>City of Milwaukee Policy</i> <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>	Johnnie Nelson/ x2358 <a href="mailto:jnelson@milwaukee.gov">jnelson@milwaukee.gov</a>
Anti-Harassment Policy, <i>City of Milwaukee</i> <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>
Appeal Hearings, <i>City Service Commission</i> <a href="http://www.milwaukee.gov/der/csc">www.milwaukee.gov/der/csc</a>	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>	Makda Fessahaye / x3335 <a href="mailto:mfessa@milwaukee.gov">mfessa@milwaukee.gov</a>
Appeals, <i>City Service Commission</i> <a href="http://www.milwaukee.gov/csc">www.milwaukee.gov/csc</a>	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>	Makda Fessahaye / x3335 <a href="mailto:mfessa@milwaukee.gov">mfessa@milwaukee.gov</a>
Auxiliary Resource Program <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>	Shrea Whitten / x2944 <a href="mailto:swhitt@milwaukee.gov">swhitt@milwaukee.gov</a>
Background Checks: <i>Guidelines on Conducting Pre-Employment Background Checks</i> <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Benefits, <i>Active Employees in Military Service</i>	<a href="http://www.milwaukee.gov/der/Benefits/AM">www.milwaukee.gov/der/Benefits/AM</a>	
Benefits, <i>Exclusion from Employment Benefits</i>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Benefits, <i>Medical/Dental (ACTIVE employees)</i> <a href="http://www.milwaukee.gov/Benefits2019">www.milwaukee.gov/Benefits2019</a>	Dept. of Employee Relations, <i>Employee Benefits Division</i> 286-3184	E-Mail: <a href="mailto:DerBenefits@milwaukee.gov">DerBenefits@milwaukee.gov</a>
Benefits, <b>RETIREES</b> <a href="http://www.cmers.com">www.cmers.com</a>	Employes' Retirement System (ERS) 789 N. Water Street, Suite 300	414-286-3557 <b>or</b> 800-815-8418 E-Mail: <a href="mailto:norm@cmers.com">norm@cmers.com</a>
City Service Commissioners – <i>Rules of the Board</i> <a href="http://www.milwaukee.gov/csc">www.milwaukee.gov/csc</a>	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>
City Service Rules	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Classification Appeal Process <i>(hearings before the City Service Commission <b>and</b> the Fire and Police Commission)</i>	Andrea Knickerbocker / x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>
Classification Reports	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>	Andrea Knickerbocker / x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>
Cloud Computing Policy, <i>City of Milwaukee</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
COBRA Coverage	Crystal Owens / x2047 <a href="mailto:cowens@milwaukee.gov">cowens@milwaukee.gov</a>	E-Mail: <a href="mailto:DerBenefits@milwaukee.gov">DerBenefits@milwaukee.gov</a>
Commuter Value Pass <a href="http://www.milwaukee.gov/Benefits2021">www.milwaukee.gov/Benefits2021</a>	Stephanie Foxworth / x2178 <a href="mailto:sfoxwo@milwaukee.gov">sfoxwo@milwaukee.gov</a>	Therese Biernat / x8111 <a href="mailto:tbiern@milwaukee.gov">tbiern@milwaukee.gov</a>
Compensation, <i>City Employees</i> <a href="http://www.milwaukee.gov/der/Compensation">www.milwaukee.gov/der/Compensation</a>	Andrea Knickerbocker / x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>
Complaints, <i>General City Employees</i> <a href="http://www.milwaukee.gov/der/ODO">www.milwaukee.gov/der/ODO</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>
Compliance Training	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>
Contract Implementation Issues	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	
Contracts, <i>Union</i>	<a href="http://www.milwaukee.gov/der/LaborContracts">www.milwaukee.gov/der/LaborContracts</a>	
Deferred Compensation Plan, <i>City of Milwaukee</i>	Kimberly Kuehn / x5151 <a href="mailto:kakueh@milwaukee.gov">kakueh@milwaukee.gov</a>	<a href="http://www.milwaukee.gov/Deferred-Compensation-Plan.htm">www.milwaukee.gov/Deferred-Compensation-Plan.htm</a>

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<i>Regarding Employment-Related Issues in the City of Milwaukee</i>		
<b>SUBJECT</b>	<b>CONTACT 1:</b>	<b>CONTACT 2:</b>
Dental Benefits, <b>ACTIVE</b> Employees <a href="http://www.milwaukee.gov/Benefits2019/Dental">www.milwaukee.gov/Benefits2019/Dental</a>	Nia Trunnell / x2974 <a href="mailto:nitrunn@milwaukee.gov">nitrunn@milwaukee.gov</a>	Medical Benefits / x3184 <a href="mailto:DerBenefits@milwaukee.gov">DerBenefits@milwaukee.gov</a>
Dental Benefits, <b>RETIRED</b> Employees <a href="http://www.cmers.com">www.cmers.com</a>	Employees' Retirement System (ERS) 789 N. Water Street, Suite 300	414-286-3557 <i>or</i> 800-815-8418 E-Mail: <a href="mailto:norm@cmers.com">norm@cmers.com</a>
Dependent Coverage, <i>Medical Benefits</i> <a href="http://www.milwaukee.gov/der/DepCover">www.milwaukee.gov/der/DepCover</a>	Dept. of Employee Relations, <i>Employee Benefits Division</i> 286-3184	E-Mail: <a href="mailto:DerBenefits@milwaukee.gov">DerBenefits@milwaukee.gov</a>
Directory, City Phone	<a href="http://directory.milwaukee.gov/">http://directory.milwaukee.gov/</a>	
Discharged and Terminated Employee Application Policy Statement	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Disability and Sick Leave	<a href="http://www.milwaukee.gov/der/SickDisLeave">www.milwaukee.gov/der/SickDisLeave</a>	
Displaced Employee Placement Program (DEPP)	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Discipline and Grievance Procedure for General City Employees	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Disciplinary (Pre-Disciplinary) Hearings (Loudermill Hearings), Requirements for	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Domestic Partner Medical Benefits, <i>City of Milwaukee employees only</i>	Dept. of Employee Relations, <i>Employee Benefits Division</i> 286-3184	E-Mail: <a href="mailto:DerBenefits@milwaukee.gov">DerBenefits@milwaukee.gov</a>
Donor Program, Accrued Time Off and Form <a href="http://www.milwaukee.gov/der/DonorLeaveProg">www.milwaukee.gov/der/DonorLeaveProg</a>	Johnnie Nelson/ x2358 <a href="mailto:jnelson@milwaukee.gov">jnelson@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Drug-Free Workplace Act	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Elections: <i>Compensation Policy for City Employees Working at the Polls on Election Day</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Eligible Lists, <b>General City</b>	Alana Sitek / x3395 <a href="mailto:asite@milwaukee.gov">asite@milwaukee.gov</a>	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>
Emergency Procedures, City-wide ( <i>Fire, Bomb Threats, Severe Weather Conditions</i> )	Ahmed Abubaker <a href="mailto:Ahmed.Abubaker@milwaukee.gov">Ahmed.Abubaker@milwaukee.gov</a>	posted on the <b>MINT</b> under "Health & Safety Services"
Employee Assistance Program (EAP) <a href="http://www.milwaukee.gov/der/EAP">www.milwaukee.gov/der/EAP</a>	Cris Zamora / x3145 <i>Employee Assistance &amp; Resource Coordinator</i> <a href="mailto:czamora@milwaukee.gov">czamora@milwaukee.gov</a>	
Employment, <i>City of Milwaukee</i> <a href="http://www.milwaukee.gov/jobs">www.milwaukee.gov/jobs</a>	Job Hotline: 286-5555	E-Mail: <a href="mailto:StaffingInfo@milwaukee.gov">StaffingInfo@milwaukee.gov</a>
Employment and Income Verification, <i>City of Milwaukee employees only</i>	<i>The Department of Employee Relations does not provide verifications; please use <b>The Work Number</b>.</i> For brochure ( <i>instructions</i> ) go to: <a href="http://www.milwaukee.gov/Benefits2019">www.milwaukee.gov/Benefits2019</a>	
Employees' Retirement System (ERS) <a href="http://www.cmers.com">www.cmers.com</a>	Employees' Retirement System (ERS) 789 N. Water Street, Suite 300	414-286-3557 <i>or</i> 800-815-8418 E-Mail: <a href="mailto:norm@cmers.com">norm@cmers.com</a>
Enotify Login	<a href="https://itmdapps.milwaukee.gov/Enotify">https://itmdapps.milwaukee.gov/Enotify</a>	
Ethics Code, <i>City of Milwaukee</i> <a href="http://www.milwaukee.gov/Ethics">www.milwaukee.gov/Ethics</a>	Board of Ethics / x8641 <a href="mailto:ethics@milwaukee.gov">ethics@milwaukee.gov</a>	
Exemption from Civil Service, <i>Requests for</i> <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>	Charles Hughes / x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>

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<b>Regarding Employment-Related Issues in the City of Milwaukee</b>		
<b>SUBJECT</b>	<b>CONTACT 1:</b>	<b>CONTACT 2:</b>
Fair Labor Standards Act (FSLA) – <i>Policy Guidelines</i>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>
Family and Medical Leave Act (FMLA), <i>Policies and Procedures</i> <a href="http://www.milwaukee.gov/der/FMLA">www.milwaukee.gov/der/FMLA</a>	Johnnie Nelson/ x2358 <a href="mailto:jnelson@milwaukee.gov">jnelson@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Federal and State Posters, <i>Required</i>	<a href="http://www.milwaukee.gov/der/FedStatePosters">www.milwaukee.gov/der/FedStatePosters</a>	
Firearms and Dangerous Weapons in the Workplace, <i>Policy Prohibiting</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Flexible Choices Program (FSA) <a href="http://www.milwaukee.gov/Benefits2021/FSA">www.milwaukee.gov/Benefits2021/FSA</a>	Therese Biernat / x8111 <a href="mailto:tbiern@milwaukee.gov">tbiern@milwaukee.gov</a>	286-3184 <a href="mailto:DerBenefits@milwaukee.gov">DerBenefits@milwaukee.gov</a>
FMIS Login ( <i>Financial Mgmt Info System</i> )	<a href="https://prd.com.mycmsc.com/">https://prd.com.mycmsc.com/</a> (select <b>FIN PRD 9.1</b> )	
Forms for City Service	<a href="http://www.milwaukee.gov/der/Forms">www.milwaukee.gov/der/Forms</a>	
Fraud, Waste and Abuse Hotline (x3440) <a href="http://www.milwaukee.gov/fraudhotline">www.milwaukee.gov/fraudhotline</a>	E-Mail: <a href="mailto:hotline@milwaukee.gov">hotline@milwaukee.gov</a> Information Video: <a href="http://www.milwaukee.gov/fraudhotline/info">www.milwaukee.gov/fraudhotline/info</a>	
Funeral Leave <a href="http://www.milwaukee.gov/der/FuneralLeave">www.milwaukee.gov/der/FuneralLeave</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Garnishment Hotline ( <i>only for City employees</i> )	(414) 286-2492	
Grievance Procedures, <b>General City</b>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>
Grievance Procedures: <b>Unions, Fire, Police</b>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	
Grievance Procedures – <i>Workplace Safety, General City</i> <a href="http://www.milwaukee.gov/forms">www.milwaukee.gov/forms</a>	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>
Health Benefits for <b>ACTIVE</b> Employees <a href="http://www.milwaukee.gov/Benefits2019/Health">www.milwaukee.gov/Benefits2019/Health</a>	Stephanie Foxworth / x2178 <a href="mailto:sfoxwo@milwaukee.gov">sfoxwo@milwaukee.gov</a>	Medical Benefits / x3184 <a href="mailto:DerBenefits@milwaukee.gov">DerBenefits@milwaukee.gov</a>
Health Benefits for <b>RETIRED</b> Employees <a href="http://www.cmers.com">www.cmers.com</a>	Employes' Retirement System (ERS) 789 N. Water Street, Suite 300	414-286-3557 <i>or</i> 800-815-8418 E-Mail: <a href="mailto:norm@cmers.com">norm@cmers.com</a>
Healthy Rewards Program <a href="http://www.milwaukee.gov/healthyrewards">www.milwaukee.gov/healthyrewards</a>	Workforce Health (414) 777-3410	E-Mail: <a href="mailto:cityofmke@froedtert.com">cityofmke@froedtert.com</a>
Health Appraisal <a href="http://www.milwaukee.gov/healthyrewards">www.milwaukee.gov/healthyrewards</a>	Workforce Health (414) 777-3410	E-Mail: <a href="mailto:cityofmke@froedtert.com">cityofmke@froedtert.com</a>
Hiring Packet/Toolbox, <i>General City</i> <a href="http://mint.milwaukee.gov/HiringPacket">mint.milwaukee.gov/HiringPacket</a>	Alana Sitek/ x3395 <a href="mailto:asite@milwaukee.gov">asite@milwaukee.gov</a>	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>
Holiday Pay	<a href="http://www.milwaukee.gov/der/HolidayPay">www.milwaukee.gov/der/HolidayPay</a>	Shrea Whitten/x2944 <a href="mailto:swhitt@milwaukee.gov">swhitt@milwaukee.gov</a>
Holiday (Optional): <i>Guidelines Regarding Request for Optional Holiday</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
HRMS Login ( <i>Human Resources Mgmt System</i> ) <b>and</b> Self-service Login ( <i>PeopleSoft/Oracle</i> )	<a href="https://prd.com.mycmsc.com">https://prd.com.mycmsc.com</a> and then select "HRMS PRD 9.2"	
I-9 Form and Instructions ( <i>new hires and rehires</i> ) <a href="http://www.milwaukee.gov/der/DHS_I9">www.milwaukee.gov/der/DHS_I9</a>	Shrea Whitten / x2944 <a href="mailto:swhitt@milwaukee.gov">swhitt@milwaukee.gov</a>	Alana Sitek /x3395 <a href="mailto:asite@milwaukee.gov">asite@milwaukee.gov</a>
ID/Security Cards, <i>General City employees</i>	Ahmed Abubaker <a href="mailto:Ahmed.Abubaker@milwaukee.gov">Ahmed.Abubaker@milwaukee.gov</a>	Sheryl Hunte/x3408
Injury Pay <a href="http://www.milwaukee.gov/der/InjuryPay">www.milwaukee.gov/der/InjuryPay</a>	Nilsa Rosado-Jurkiewicz / x3510 <a href="mailto:nrjurk@milwaukee.gov">nrjurk@milwaukee.gov</a>	Kathy Rauckman / x2217 <a href="mailto:krauck@milwaukee.gov">krauck@milwaukee.gov</a>

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<i>Regarding Employment-Related Issues in the City of Milwaukee</i>		
<b>SUBJECT</b>	<b>CONTACT 1:</b>	<b>CONTACT 2:</b>
Internet Use Guidelines, <i>City of Milwaukee</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Intranet, City of Milwaukee, " <i>The MINT</i> "	<a href="http://mint.milwaukee.gov">mint.milwaukee.gov</a>	
Job Classification Codes <a href="http://www.milwaukee.gov/der/Compensation">www.milwaukee.gov/der/Compensation</a>	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>	Megan Kemmerling/x3396 <a href="mailto:mkemme@milwaukee.gov">mkemme@milwaukee.gov</a>
Job Description Form (CS-25) <a href="http://www.milwaukee.gov/der/Compensation">www.milwaukee.gov/der/Compensation</a>	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>	Andrea Knickerbocker / x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>
Job Descriptions, <i>Guidelines for Preparing</i> <a href="http://www.milwaukee.gov/der/Compensation">www.milwaukee.gov/der/Compensation</a>	Andrea Knickerbocker / x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>
Job Evaluation Process	Andrea Knickerbocker / x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>
Jury Duty	<a href="http://www.milwaukee.gov/der/JuryDuty">www.milwaukee.gov/der/JuryDuty</a>	
Layoffs, <i>Non-Represented and Management</i>	Makda Fessahaye/ x3335 <a href="mailto:mfessa@milwaukee.gov">mfessa@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>
Layoffs, <i>Union</i>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	
Leave of Absence (Medical): <i>Notice Required when Separating Employees Upon Expiration of A Medical Leave of Absence</i>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>
Legislative Research Center, <i>Legistar</i>	<a href="https://milwaukee.legistar.com/Legislation.aspx">https://milwaukee.legistar.com/Legislation.aspx</a>	
Life Insurance <a href="http://www.cmers.com">www.cmers.com</a>	Employes' Retirement System (ERS) 789 N. Water Street, Suite 300	414-286-3557 <i>or</i> 800-815-8418 E-Mail: <a href="mailto:norm@cmers.com">norm@cmers.com</a>
Long-Term Disability Program (LTD) <a href="http://www.milwaukee.gov/Benefits2019/LTD">www.milwaukee.gov/Benefits2019/LTD</a>	Stephanie Foxworth / x2178 <a href="mailto:sfoxwo@milwaukee.gov">sfoxwo@milwaukee.gov</a>	Therese Biernat / x8111 <a href="mailto:tbiern@milwaukee.gov">tbiern@milwaukee.gov</a>
Map Milwaukee Portal	<a href="http://www.milwaukee.gov/mapmilwaukee">www.milwaukee.gov/mapmilwaukee</a>	
Medical Benefits, <b>ACTIVE</b> Employees <a href="http://www.milwaukee.gov/Benefits2019">www.milwaukee.gov/Benefits2019</a>	Dept. of Employee Relations <i>Employee Benefits Division</i> 286-3184	E-Mail: <a href="mailto:DerBenefits@milwaukee.gov">DerBenefits@milwaukee.gov</a>
Medical Benefits, <b>RETIRED</b> Employees <a href="http://www.cmers.com">www.cmers.com</a>	Employes' Retirement System (ERS) 789 N. Water Street, Suite 300	414-286-3557 <i>or</i> 800-815-8418 E-Mail: <a href="mailto:norm@cmers.com">norm@cmers.com</a>
Medical Exams and Drug Screenings, Pre-Employment - <b>General City</b>	Shrea Whitten / x2944 <a href="mailto:swhitt@milwaukee.gov">swhitt@milwaukee.gov</a>	Aoife Roberts/x8011 <a href="mailto:aorobe@milwaukee.gov">aorobe@milwaukee.gov</a>
Military Training/Leave <a href="http://www.milwaukee.gov/der/MilitaryLveTrng">www.milwaukee.gov/der/MilitaryLveTrng</a>	Megan Kemmerling / x3396 <a href="mailto:mkemme@milwaukee.gov">mkemme@milwaukee.gov</a>	Christine Carlson/x3368 <a href="mailto:ccariso@milwaukee.gov">ccariso@milwaukee.gov</a>
Milwaukee Public Schools <a href="http://www.milwaukee.k12.wi.us">www.milwaukee.k12.wi.us</a>	414-475-8393 ( <i>switchboard</i> )	
MINT ( <i>City of Milwaukee Intranet</i> )	<a href="http://mint.milwaukee.gov">mint.milwaukee.gov</a>	
New Employee Orientation ( <i>non-sworn personnel</i> ) <a href="http://mint.milwaukee.gov/NEO">mint.milwaukee.gov/NEO</a>	Shrea Whitten / x2944 <a href="mailto:swhitt@milwaukee.gov">swhitt@milwaukee.gov</a>	Tiffeny Marsh/x3650 <a href="mailto:tlhanki@milwaukee.gov">tlhanki@milwaukee.gov</a>
Office 365 Portal ( <i>city e-mail</i> )	<a href="https://portal.microsoftonline.com">https://portal.microsoftonline.com</a>	
Open Records Requests, <i>General City</i>	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>

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**For the most recent version, go to [www.milwaukee.gov/DER/PoliciesProcedures](http://www.milwaukee.gov/DER/PoliciesProcedures)**

<b>WHO TO CONTACT</b>		
<b><i>Regarding Employment-Related Issues in the City of Milwaukee</i></b>		
<b>SUBJECT</b>	<b>CONTACT 1:</b>	<b>CONTACT 2:</b>
Pharmacy Manager, <i>OptumRx</i> <a href="http://www.milwaukee.gov/der/OptumRX">www.milwaukee.gov/der/OptumRX</a>	1-800-841-4901 <a href="http://www.myuhc.com">www.myuhc.com</a>	
OSHA, <i>City of Milwaukee</i>	Nilsa Rosado-Jurkiewicz / x3510 <a href="mailto:njurk@milwaukee.gov">njurk@milwaukee.gov</a>	
Overtime, FLSA Status	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>	Andrea Knickerbocker / x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>
Pay Administration (Rates of pay following personnel transaction)	Christine Carlson/x3368 <a href="mailto:ccarlo@milwaukee.gov">ccarlo@milwaukee.gov</a>	Megan Kemmerling / x3396 <a href="mailto:mkemme@milwaukee.gov">mkemme@milwaukee.gov</a>
Pay Progression, <i>City employees</i>	<a href="http://www.milwaukee.gov/DER/PayProgressToolkit">www.milwaukee.gov/DER/PayProgressToolkit</a>	
Pension, <i>City of Milwaukee employees</i> <a href="http://www.cmers.com">www.cmers.com</a>	Employees' Retirement System (ERS) 789 N. Water Street, Suite 300	414-286-3557 <b>or</b> 800-815-8418 E-Mail: <a href="mailto:norm@cmers.com">norm@cmers.com</a>
Performance Improvement Plans <a href="http://www.milwaukee.gov/der/Compensation">www.milwaukee.gov/der/Compensation</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Personnel Requisitions	Alana Sitek / x3395 <a href="mailto:asite@milwaukee.gov">asite@milwaukee.gov</a>	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>
Pharmacy Manager, <i>OptumRx</i> <a href="http://www.milwaukee.gov/der/OptumRx">www.milwaukee.gov/der/OptumRx</a>	1-800-841-4901 <a href="http://www.myuhc.com">www.myuhc.com</a>	
Policies and Guidelines, <i>City of Milwaukee</i>	<a href="http://www.milwaukee.gov/der/PoliciesProcedures">www.milwaukee.gov/der/PoliciesProcedures</a>	
Positions Ordinance	<a href="http://www.milwaukee.gov/tableofcontents">www.milwaukee.gov/tableofcontents</a>	
Probationary Periods, Requests to Extend, <b>General City</b>	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>
Probationary Report Procedures, <b>General City</b>	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Professional Development Award (PDA) <a href="http://www.milwaukee.gov/der/Compensation/MPPR">www.milwaukee.gov/der/Compensation/MPPR</a>	Andrea Knickerbocker / x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>	Tiffany Marsh/x3650 <a href="mailto:tthanki@milwaukee.gov">tthanki@milwaukee.gov</a>
Promotions Under Civil Service Rule IV	Alana Sitek/x3395 <a href="mailto:asite@milwaukee.gov">asite@milwaukee.gov</a>	Charles Hughes / x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>
Provisional Appointments <a href="http://www.milwaukee.gov/der/Forms">www.milwaukee.gov/der/Forms</a>	Charles Hughes / x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>
Qualified Medical Support Notices	Nia Trunnell / x2974 <a href="mailto:nitrunn@milwaukee.gov">nitrunn@milwaukee.gov</a>	Jennifer Zillmer/x2322 <a href="mailto:jjzillm@milwaukee.gov">jjzillm@milwaukee.gov</a>
Recalls, <b>General City</b>	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>
Rehire after Retirement, <i>general City</i>	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>	Alana Sitek / x3395 <a href="mailto:asite@milwaukee.gov">asite@milwaukee.gov</a>
Recruiting, General City	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>	Aisha Hendree/ x2105 <a href="mailto:aihendr@milwaukee.gov">aihendr@milwaukee.gov</a>
Reinstatement after Resignation, <i>non-sworn</i> <a href="http://www.milwaukee.gov/der/Forms">www.milwaukee.gov/der/Forms</a>	Karen Biernat / x3398 (Over 1 year) <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>	Shrea Whitten / x2944 <a href="mailto:swhitt@milwaukee.gov">swhitt@milwaukee.gov</a>
Reinstatement After Resignation <b>Policy</b>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	

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<b><i>Regarding Employment-Related Issues in the City of Milwaukee</i></b>		
<b>SUBJECT</b>	<b>CONTACT 1:</b>	<b>CONTACT 2:</b>
Relocation Expense Reimbursement Guidelines	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>
Residency, Hardships – <b>General City</b> <a href="http://www.milwaukee.gov/der/Forms">www.milwaukee.gov/der/Forms</a>	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>	Megan Kemmerling / x3396 <a href="mailto:mkemme@milwaukee.gov">mkemme@milwaukee.gov</a>
Residency Ordinance Compliance, <i>General City</i> <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Megan Kemmerling / x3396 <a href="mailto:mkemme@milwaukee.gov">mkemme@milwaukee.gov</a>
Retirement ( <i>Pension</i> ) <a href="http://www.cmers.com">www.cmers.com</a>	Employees' Retirement System (ERS) 789 N. Water Street, Suite 300	414-286-3557 <b>or</b> 800-815-8418 E-Mail: <a href="mailto:norm@cmers.com">norm@cmers.com</a>
Safety, Employee ( <i>General City</i> ) <a href="http://www.milwaukee.gov/Safety">www.milwaukee.gov/Safety</a> e-mail: <a href="mailto:Safety1st@milwaukee.gov">Safety1st@milwaukee.gov</a>	Nilsa Rosado-Jurkiewicz / x3510 <a href="mailto:nrjurk@milwaukee.gov">nrjurk@milwaukee.gov</a>	Angie Ogan/x5130 <a href="mailto:anogan@milwaukee.gov">anogan@milwaukee.gov</a>
Safety Prescription Glasses Policy and Form <a href="http://www.milwaukee.gov/der/forms">www.milwaukee.gov/der/forms</a>	Nilsa Rosado-Jurkiewicz / x3510 <a href="mailto:nrjurk@milwaukee.gov">nrjurk@milwaukee.gov</a>	Matt Zuba/x2147 <a href="mailto:mazuba@milwaukee.gov">mazuba@milwaukee.gov</a>
Salary Ordinance, Part I ( <i>Rates of Pay</i> )	Sarah Trotter / x2398 <a href="mailto:strott@milwaukee.gov">strott@milwaukee.gov</a>	Andrea Knickerbocker/ x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>
Salary Ordinance, Part II ( <i>Pay Administration</i> )	Christine Carlson/ x3368 <a href="mailto:ccarlso@milwaukee.gov">ccarlso@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>
Salary Ordinance	<a href="http://www.milwaukee.gov/tableofcontents">www.milwaukee.gov/tableofcontents</a>	
Security – City Hall 1. Life Threatening 2. Non-Life Threatening (after 7:30 am)	1. Emergency, 9-911 2. Treasurer's Office, x4219 <b>or</b> Mayor's Security Staff, x5522	Also posted on the MINT under "Health & Safety Services"
Self-Service Instructions <b>and</b> Password Help <a href="http://www.milwaukee.gov/rits">www.milwaukee.gov/rits</a>	IT Help Desk (286-2777) (normal business hours)	Shrea Whitten / x2944 <a href="mailto:swhatt@milwaukee.gov">swhatt@milwaukee.gov</a>
Login to Self-Service (HRMS), <i>PeopleSoft/Oracle</i>	<a href="https://prd.com.mycmsc.com">https://prd.com.mycmsc.com</a> and then select "HRMS PRD 9.2"	
Seniority Rights	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>
Separating Employees Upon Expiration of a Medical Leave of Absence, <i>Notice Required</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Sexual Harassment, <i>Policy &amp; Complaints</i>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>
Sick and Disability Leave	<a href="http://www.milwaukee.gov/der/SickDisLeave">www.milwaukee.gov/der/SickDisLeave</a>	
Sick Leave Control Guidelines	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Social Media Policy, <i>City of Milwaukee</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Social Security, W2 Verification	x2967, <i>Comptroller's Office</i>	Katie Long / x2320
Telephone Issues – Cell or Desk Phone	Complete a RITS Ticket at: <a href="http://www.milwaukee.gov/RITS">www.milwaukee.gov/RITS</a>	
Temporary Appointments <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Charles Hughes /x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>	Karen Biernat / x3398 <a href="mailto:klbiern@milwaukee.gov">klbiern@milwaukee.gov</a>
Testing, <i>general City</i>	Kathy Verfurth / x3374 <a href="mailto:kverfu@milwaukee.gov">kverfu@milwaukee.gov</a>	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>
Testing Accommodations, <i>General City</i>	Kathy Verfurth / x3374 <a href="mailto:kverfu@milwaukee.gov">kverfu@milwaukee.gov</a>	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>
Time Entry Login	<a href="http://citytime.mpw.net/">http://citytime.mpw.net/</a>	

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<b>WHO TO CONTACT</b> <i>Regarding Employment-Related Issues in the City of Milwaukee</i>		
<b>SUBJECT</b>	<b>CONTACT 1:</b>	<b>CONTACT 2:</b>
Training Opportunities, <i>City employees</i> <a href="http://www.milwaukee.gov/der/Training">www.milwaukee.gov/der/Training</a>	Tiffany Marsh / x3650 <a href="mailto:tlhanki@milwaukee.gov">tlhanki@milwaukee.gov</a>	Andrea Knickerbocker/ x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>
Transfer/Promotional Opportunities, <i>City employees only</i>	<a href="http://www.milwaukee.gov/jobs/TransPromo">www.milwaukee.gov/jobs/TransPromo</a>	
Travel Expense Reimbursement ( <i>for Candidates</i> )	Kristin Urban / x8643 <a href="mailto:krurban@milwaukee.gov">krurban@milwaukee.gov</a>	Therese Biernat / x8111 <a href="mailto:tbiern@milwaukee.gov">tbiern@milwaukee.gov</a>
Tuition Benefit ( <i>Reimbursement</i> ) Program <a href="http://www.milwaukee.gov/der/TuitionBenefit">www.milwaukee.gov/der/TuitionBenefit</a>	Tiffany Marsh/ x3650 <a href="mailto:tlhanki@milwaukee.gov">tlhanki@milwaukee.gov</a>	Andrea Knickerbocker/ x3387 <a href="mailto:aknick@milwaukee.gov">aknick@milwaukee.gov</a>
Unemployment Compensation, <i>City employees only</i>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>
Unemployment Compensation, <i>Milwaukee Office</i> <a href="http://www.dwd.state.wi.us/ui/">www.dwd.state.wi.us/ui/</a>	414-438-7713, <i>Milwaukee</i> Toll Free: 800-494-4944	
Unified Call Center <a href="http://city.milwaukee.gov/ucc">http://city.milwaukee.gov/ucc</a>	414-286-CITY (2489)	
Union Information, Activity, Notification Requirements and Representation	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	
United Healthcare members <a href="http://www.myuhc.com">www.myuhc.com</a>	1-800-741-8786	
Vacation and Transitional Vacation Account ( <i>TVA</i> ) <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>
Voice Mail Online	<a href="http://vm.mpw.net/">http://vm.mpw.net/</a>	
Voicemail Features, Instructions, Manuals	<a href="http://vm.mpw.net/help.php">http://vm.mpw.net/help.php</a>	
Wage Garnishment Hotline <b>for City of Milwaukee employees only)</b>	x2492, <i>Comptroller's Office</i>	
Wellness Center <i>Zeidler Municipal Building, Market Street</i>	To schedule an appointment call: (414) 777-3413	<i>For Info and Hours go to:</i> <a href="http://www.milwaukee.gov/der/WYCM">www.milwaukee.gov/der/WYCM</a>
Wellness Promotion, <i>City employees</i> <a href="http://www.milwaukee.gov/der/WYCM">www.milwaukee.gov/der/WYCM</a>	Renee Joos / x2938 <a href="mailto:rjoos@milwaukee.gov">rjoos@milwaukee.gov</a>	Jennifer Zillmer/x2322 <a href="mailto:jzillm@milwaukee.gov">jzillm@milwaukee.gov</a>
Wellness... <i>Your Choice Milwaukee</i> <a href="http://www.milwaukee.gov/der/WYCM">www.milwaukee.gov/der/WYCM</a>	Workforce Health (414) 777-3410	E-Mail: <a href="mailto:cityofmke@froedtert.com">cityofmke@froedtert.com</a>
Wisconsin Fair Employment Act, <i>City of Milwaukee Policy</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Workforce Demographics	Charles Hughes/x5456 <a href="mailto:chughe@milwaukee.gov">chughe@milwaukee.gov</a>	Renee Joos / x2938 <a href="mailto:rjoos@milwaukee.gov">rjoos@milwaukee.gov</a>
Worker's Compensation <a href="http://www.milwaukee.gov/der">www.milwaukee.gov/der</a>	<b>To report a claim call:</b> 1-844-MIL-CLMS or 1-844-645-2567	
Worker's Compensation, State of Wisconsin – <i>Requests for Appeals, Booklets and Forms</i>	414-227-4381, <i>Milwaukee</i> <a href="http://www.dwd.state.wi.us/wc">www.dwd.state.wi.us/wc</a>	State Office Bldg, Room 330 819 N. 6 St.
Workplace Clinic for City Employees <i>Zeidler Municipal Building, Market Street entrance</i>	To schedule an appointment call: 414-777-3413	To report a complaint: Renee Joos / x2938 <a href="mailto:rjoos@milwaukee.gov">rjoos@milwaukee.gov</a>
Workplace Violence Prevention Policy, <i>City of Milwaukee</i> <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Katherine Holiday/x6210 <a href="mailto:kholid@milwaukee.gov">kholid@milwaukee.gov</a>	Nicole Fleck / x3371 <a href="mailto:nfleck@milwaukee.gov">nfleck@milwaukee.gov</a>