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<b>WHO TO CONTACT</b>		
<b>Regarding Employment-Related Issues in the City of Milwaukee</b>		
<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 kholid@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
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 kholid@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
Appeal Hearings, <i>City Service Commission</i> <a href="http://www.milwaukee.gov/der/csc">www.milwaukee.gov/der/csc</a>	Karen Biernat / x3398 klbiern@milwaukee.gov	Maria Monteagudo / x3335 mmonte@milwaukee.gov
Appeals, <i>City Service Commission</i> <a href="http://www.milwaukee.gov/csc">www.milwaukee.gov/csc</a>	Karen Biernat / x3398 klbiern@milwaukee.gov	Maria Monteagudo / x3335 mmonte@milwaukee.gov
Auxiliary Resource Program <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Kristin Urban / x8643 krurban@milwaukee.gov	Charles Hughes / x2944 chughe@milwaukee.gov
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>	Emily Keely/x5456 EAKeele@milwaukee.gov	Kristin Urban / x8643 krurban@milwaukee.gov
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 nfleck@milwaukee.gov	
Benefits, <i>Medical/Dental (ACTIVE employees)</i> <a href="http://www.milwaukee.gov/Benefits2018">www.milwaukee.gov/Benefits2018</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 klbiern@milwaukee.gov	Maria Monteagudo / x3335 mmonte@milwaukee.gov
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 and the Fire and Police Commission)</i>	Andrea Knickerbocker / x3387 aknick@milwaukee.gov	Sarah Trotter / x2398 strott@milwaukee.gov
Classification Reports	Sarah Trotter / x2398 strott@milwaukee.gov	Andrea Knickerbocker / x3387 aknick@milwaukee.gov
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 cowens@milwaukee.gov	E-Mail: <a href="mailto:DerBenefits@milwaukee.gov">DerBenefits@milwaukee.gov</a>
Commuter Value Pass <a href="http://www.milwaukee.gov/Benefits2018">www.milwaukee.gov/Benefits2018</a>	Stephanie Foxworth / x2178 sfoxwo@milwaukee.gov	Therese Biernat / x8111 tbiern@milwaukee.gov
Compensation, <i>City Employees</i> <a href="http://www.milwaukee.gov/der/Compensation">www.milwaukee.gov/der/Compensation</a>	Andrea Knickerbocker / x3387 aknick@milwaukee.gov	Sarah Trotter / x2398 strott@milwaukee.gov
Complaints, <i>General City Employees</i> <a href="http://www.milwaukee.gov/der/ODO">www.milwaukee.gov/der/ODO</a>	Katherine Holiday/x6210 kholid@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
Compliance Training	Monica Dickerson/x2108 mdicke@milwaukee.gov	
Contract Implementation Issues	Nicole Fleck / x3371 nfleck@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
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>	Elaine Biesz / x5541 ebiesz@milwaukee.gov	<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/Benefits2018/Dental">www.milwaukee.gov/Benefits2018/Dental</a>	Sue Liedtke / x2974 sliedt@milwaukee.gov	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 ( <i>DEPP</i> )	Emily Keely/x5456 EAKeele@milwaukee.gov	Katherine Holiday/x6210 kholid@milwaukee.gov
Discipline and Grievance Procedure for General City Employees	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Disciplinary ( <i>Pre-Disciplinary</i> ) Hearings ( <i>Loudermill Hearings</i> ), Requirements for	Nicole Fleck / x3371 nfleck@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
Domestic Partner Medical Benefits, <i>City of Milwaukee employees only</i> <a href="http://www.milwaukee.gov/der/DPMB">www.milwaukee.gov/der/DPMB</a>	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>	Katherine Holiday/x6210 kholid@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
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>	Charles Hughes / x3395 chughe@milwaukee.gov	Emily Keely/x5456 EAKeele@milwaukee.gov
Emergency Procedures, City-wide ( <i>Fire, Bomb Threats, Severe Weather Conditions</i> )	Matthew Mortwedt Matthew.Mortwedt@milwaukee.gov	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/Benefits2018">www.milwaukee.gov/Benefits2018</a>	
Employees' Retirement System ( <i>ERS</i> ) <a href="http://www.cmers.com">www.cmers.com</a>	Employees' Retirement System ( <i>ERS</i> ) 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 ethics@milwaukee.gov	
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 krurban@milwaukee.gov	Charles Hughes / x3395 chughe@milwaukee.gov
Fair Labor Standards Act (FSLA) – <i>Policy Guidelines</i>	Nicole Fleck / x3371 nfleck@milwaukee.gov	Sarah Trotter / x2398 strott@milwaukee.gov

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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>
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>	Monica Dickerson/x2108 mdicke@milwaukee.gov	Katherine Holiday/x6210 khold@milwaukee.gov
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/Benefits2018/FSA">www.milwaukee.gov/Benefits2018/FSA</a>	Therese Biernat / x8111 tbiern@milwaukee.gov	286-3184 DerBenefits@milwaukee.gov
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 nfleck@milwaukee.gov	
Garnishment Hotline ( <i>only for City employees</i> )	(414) 286-2492	
Grievance Procedures, <b>General City</b>	Nicole Fleck / x3371 nfleck@milwaukee.gov	Karen Biernat / x3398 klbiern@milwaukee.gov
Grievance Procedures: <b>Unions, Fire, Police</b>	Nicole Fleck / x3371 nfleck@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
Grievance Procedures – <i>Workplace Safety, General City</i> <a href="http://www.milwaukee.gov/forms">www.milwaukee.gov/forms</a>	Karen Biernat / x3398 klbiern@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
Health Benefits for <b>ACTIVE</b> Employees <a href="http://www.milwaukee.gov/Benefits2018/Health">www.milwaukee.gov/Benefits2018/Health</a>	Stephanie Foxworth / x2178 sfoxwo@milwaukee.gov	Medical Benefits / x3184 DerBenefits@milwaukee.gov
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: norm@cmers.com
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>	Charles Hughes / x3395 chughe@milwaukee.gov	Emily Keely/x5456 EAKeele@milwaukee.gov
Holiday Pay	<a href="http://www.milwaukee.gov/der/HolidayPay">www.milwaukee.gov/der/HolidayPay</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 swhitt@milwaukee.gov	Charles Hughes / x3395 chughe@milwaukee.gov
ID/Security Cards, <i>General City employees</i>	Matthew Mortwedt Matthew.Mortwedt@milwaukee.gov	Kathy Thornton/x3408
Injury Pay <a href="http://www.milwaukee.gov/der/InjuryPay">www.milwaukee.gov/der/InjuryPay</a>	Nilsa Rosado-Jurkiewicz / x3510 nrjurk@milwaukee.gov	Kathy Rauckman / x2217 krauck@milwaukee.gov
Internet Use Guidelines, <i>City of Milwaukee</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</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>
Intranet, City of Milwaukee, "The MINT"	<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 strott@milwaukee.gov	Andrea Knickerbocker / x3387 aknick@milwaukee.gov
Job Description Form (CS-25) <a href="http://www.milwaukee.gov/der/Compensation">www.milwaukee.gov/der/Compensation</a>	Sarah Trotter / x2398 strott@milwaukee.gov	Andrea Knickerbocker / x3387 aknick@milwaukee.gov
Job Descriptions, <i>Guidelines for Preparing</i> <a href="http://www.milwaukee.gov/der/Compensation">www.milwaukee.gov/der/Compensation</a>	Andrea Knickerbocker / x3387 aknick@milwaukee.gov	Sarah Trotter / x2398 strott@milwaukee.gov
Job Evaluation Process	Andrea Knickerbocker / x3387 aknick@milwaukee.gov	Sarah Trotter / x2398 strott@milwaukee.gov
Jury Duty	<a href="http://www.milwaukee.gov/der/JuryDuty">www.milwaukee.gov/der/JuryDuty</a>	
Layoffs, <i>Non-Represented and Management</i>	Maria Monteagudo / x3335 mmonte@milwaukee.gov	Nicole Fleck / x3371 nfleck@milwaukee.gov
Layoffs, <i>Union</i>	Nicole Fleck / x3371 nfleck@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
Leave of Absence (Medical): <i>Notice Required when Separating Employees Upon Expiration of A Medical Leave of Absence</i>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Charles Hughes / x3395 chughe@milwaukee.gov
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/Benefits2018/LTD">www.milwaukee.gov/Benefits2018/LTD</a>	Stephanie Foxworth / x2178 sfoxwo@milwaukee.gov	Therese Biernat / x8111 tbiern@milwaukee.gov
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/Benefits2018">www.milwaukee.gov/Benefits2018</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 swhitt@milwaukee.gov	Charles Hughes / x3395 chughe@milwaukee.gov
Military Training/Leave <a href="http://www.milwaukee.gov/der/MilitaryLveTrng">www.milwaukee.gov/der/MilitaryLveTrng</a>	Megan Kemmerling / x3396 mkemme@milwaukee.gov	Christine Carlson/x3368 ccarlso@milwaukee.gov
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>	Charles Hughes / x3395 chughe@milwaukee.gov	Tiffeny Marsh/x3650 tlhanki@milwaukee.gov
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 klbiern@milwaukee.gov	Katherine Holiday/x6210 kholid@milwaukee.gov

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<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 njurk@milwaukee.gov	
Overtime, FLSA Status	Sarah Trotter / x2398 strott@milwaukee.gov	Andrea Knickerbocker / x3387 aknick@milwaukee.gov
Pay Administration (Rates of pay following personnel transaction)	Christine Carlson/x3368 ccarlso@milwaukee.gov	Megan Kemmerling / x3396 mkemme@milwaukee.gov
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 nfleck@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
Personnel Requisitions	Charles Hughes / x3395 chughe@milwaukee.gov	Emily Keely/x5456 EAKeele@milwaukee.gov
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 klbiern@milwaukee.gov	Emily Keely/x5456 EAKeele@milwaukee.gov
Probationary Report Procedures, <b>General City</b>	Emily Keely/x5456 EAKeele@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
Professional Development Award (PDA) <a href="http://www.milwaukee.gov/der/Compensation/MPPR">www.milwaukee.gov/der/Compensation/MPPR</a>	Andrea Knickerbocker / x3387 aknick@milwaukee.gov	Tiffeny Marsh/x3650 tlhanki@milwaukee.gov
Promotions Under Civil Service Rule IV	Emily Keely/x5456 EAKeele@milwaukee.gov	Charles Hughes / x3395 chughe@milwaukee.gov
Provisional Appointments <a href="http://www.milwaukee.gov/der/Forms">www.milwaukee.gov/der/Forms</a>	Kristin Urban / x8643 krurban@milwaukee.gov	Charles Hughes / x3395 chughe@milwaukee.gov
Qualified Medical Support Notices	Sue Liedtke / x2974 sliedt@milwaukee.gov	
Recalls, <b>General City</b>	Emily Keely/x5456 EAKeele@milwaukee.gov	Nicole Fleck / x3371 nfleck@milwaukee.gov

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<b>SUBJECT</b>	<b>CONTACT 1:</b>	<b>CONTACT 2:</b>
Rehire after Retirement, <i>general City</i>	Emily Keely/x5456 EAKeele@milwaukee.gov	Charles Hughes / x3395 chughe@milwaukee.gov
Recruiting, General City	Kristin Urban / x8643 krurban@milwaukee.gov	Emily Keely/x5456 EAKeele@milwaukee.gov
Reinstatement after Resignation, <i>non-sworn</i> <a href="http://www.milwaukee.gov/der/Forms">www.milwaukee.gov/der/Forms</a>	Karen Biernat / x3398- <b>(Over 1 year)</b> klbiern@milwaukee.gov	Shrea Whitten / x2944 swhitt@milwaukee.gov
Reinstatement After Resignation <b>Policy</b>	<a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	
Relocation Expense Reimbursement Guidelines	Therese Biernat / x8111 tbiern@milwaukee.gov	Kristin Urban / x8643 krurban@milwaukee.gov
Residency, Hardships – <b>General City</b> <a href="http://www.milwaukee.gov/der/Forms">www.milwaukee.gov/der/Forms</a>	Karen Biernat / x3398 klbiern@milwaukee.gov	Megan Kemmerling / x3396 mkemme@milwaukee.gov
Residency Ordinance Compliance, <i>General City</i> <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Nicole Fleck / x3371 nfleck@milwaukee.gov	Megan Kemmerling / x3396 mkemme@milwaukee.gov
Retirement ( <i>Pension</i> ) <a href="http://www.cmers.com">www.cmers.com</a>	Employees' Retirement System ( <i>ERS</i> ) 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 nrjurk@milwaukee.gov	Angie Ogan/x5130 anogan@milwaukee.gov
Safety Prescription Glasses Policy and Form <a href="http://www.milwaukee.gov/der/forms">www.milwaukee.gov/der/forms</a>	Nilsa Rosado-Jurkiewicz / x3510 nrjurk@milwaukee.gov	
Salary Ordinance, Part I ( <i>Rates of Pay</i> )	Sarah Trotter / x2398 strott@milwaukee.gov	Andrea Knickerbocker/ x3387 aknick@milwaukee.gov
Salary Ordinance, Part II ( <i>Pay Administration</i> )	Charles Hughes / x3395 chughe@milwaukee.gov	Nicole Fleck / x3371 nfleck@milwaukee.gov
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 <b>Help</b> <a href="http://www.milwaukee.gov/rits">www.milwaukee.gov/rits</a>	IT Help Desk (286-2777) ( <i>normal business hours</i> )	Shrea Whitten / x2944 swhitt@milwaukee.gov
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 nfleck@milwaukee.gov	Emily Keely/x5456 EAKeele@milwaukee.gov
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> <a href="http://www.milwaukee.gov/der/ODO">www.milwaukee.gov/der/ODO</a>	Monica Dickerson/x2108 mdicke@milwaukee.gov	Sarah Trotter / x2398 strott@milwaukee.gov
Sick and Disability Leave	<a href="http://www.milwaukee.gov/der/SickDisLeave">www.milwaukee.gov/der/SickDisLeave</a>	

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<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>
Sick Leave Control Guidelines	Nicole Fleck / x3371 nfleck@milwaukee.gov	Emily Keely/x5456 EAKeele@milwaukee.gov
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>	Shrea Whitten / x2944 swhitt@milwaukee.gov	Karen Biernat / x3398 klbiern@milwaukee.gov
Testing, <i>general City</i>	Kathy Verfurth / x3374 kverfu@milwaukee.gov	Kristin Urban / x8643 krurban@milwaukee.gov
Testing Accommodations, <i>General City</i>	Kathy Verfurth / x3374 kverfu@milwaukee.gov	Kristin Urban / x8643 krurban@milwaukee.gov
Time Entry Login	<a href="http://citytime.mpw.net/">http://citytime.mpw.net/</a>	
Training Opportunities, <i>City employees</i> <a href="http://www.milwaukee.gov/der/Training">www.milwaukee.gov/der/Training</a>	Tiffeny Marsh / x3650 tlhanki@milwaukee.gov	Andrea Knickerbocker/ x3387 aknick@milwaukee.gov
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 krurban@milwaukee.gov	Therese Biernat / x8111 tbiern@milwaukee.gov
Tuition Benefit ( <i>Reimbursement</i> ) Program <a href="http://www.milwaukee.gov/der/TuitionBenefit">www.milwaukee.gov/der/TuitionBenefit</a>	Tiffeny Hankins / x3650 tlhanki@milwaukee.gov	Andrea Knickerbocker/ x3387 aknick@milwaukee.gov
Unemployment Compensation, <i>City employees only</i>	Monica Dickerson/x2108 mdicke@milwaukee.gov	Katherine Holiday/x6210 kholid@milwaukee.gov
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 nfleck@milwaukee.gov	
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 nfleck@milwaukee.gov	Monica Dickerson/x2108 mdicke@milwaukee.gov
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 rjoos@milwaukee.gov	
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>

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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>
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 <a href="http://www.milwaukee.gov/der/ODO">www.milwaukee.gov/der/ODO</a>	Monica Dickerson/x2108 mdicke@milwaukee.gov	Renee Joos / x2938 rjoos@milwaukee.gov
Worker's Compensation <a href="http://www.milwaukee.gov/der">www.milwaukee.gov/der</a>	<b><i>To report a claim call:</i></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 rjoos@milwaukee.gov
Workplace Violence Prevention Policy, <i>City of Milwaukee</i> <a href="http://www.milwaukee.gov/der/Policies">www.milwaukee.gov/der/Policies</a>	Monica Dickerson/x2108 mdicke@milwaukee.gov	Sarah Trotter / x2398 Strott@milwaukee.gov