

ENROLLED ORDINANCE 164-111

APPROVE STAFFING CHANGES IN HUMAN RESOURCE
DIVISION OF THE DEPARTMENT OF ADMINISTRATION

WHEREAS, when the Department of Administration was created the Employment Services and Labor Relations Divisions were established to address the human resource functions of the County, and

WHEREAS, an opportunity exists to reorganize the Human Resource functions and generate cost savings following the retirement of the Employment Services Manager, and

WHEREAS, the two divisions can be consolidated into one Human Resources Division under the direction of one manager, and

WHEREAS, the Human Resources function has generated efficiencies through the use of automation, technology, and cross training, and

WHEREAS, cost savings can be achieved through the elimination of a management position and with the reclassification and reorganization of duties to professional and support staff.

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA DOES ORDAIN the beginning of the pay period following passage of this ordinance the following position and salary adjustments are approved:

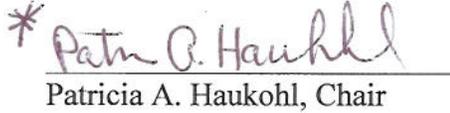
1. Abolish one regular full time position of Employment Services Manager (Range O-14, \$86,070—\$105,830)and create one regular full time position of Human Resources Analyst (Range S-07, \$40,753-\$51,999).
2. Reclassify one regular full time position of Clerk Typist II Confidential (Range S-01, \$12.94-\$16.48) to a regular full time Clerk Typist III Confidential (Range S-02, \$14.05 – \$17.90).
3. Adjust the salary range for Senior Human Resources Analyst from Step Range S-10 (\$54,235-\$69,296) to Open Range O-11 (\$65,270-\$80,246).
4. Re-title the Labor Relations Manager position to Human Resources Manager.
5. The classification specifications of Senior Human Resources Analyst and Human Resources Manager on file in the County Clerk's Office and the Division of Human Resources in the Department of Administration are adopted.

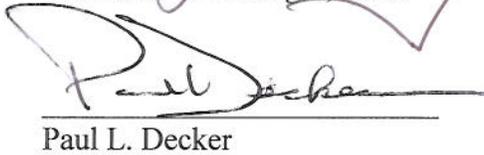
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DIVISION OF THE DEPARTMENT OF ADMINISTRATION

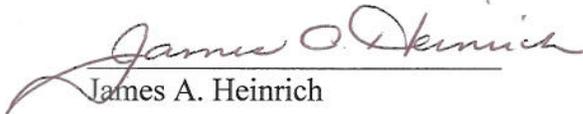
Presented by:
Personnel Committee

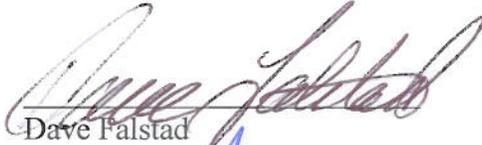
Approved by:
Finance Committee

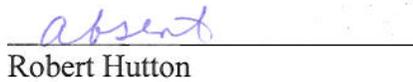

Thomas J. Schellinger, Chair

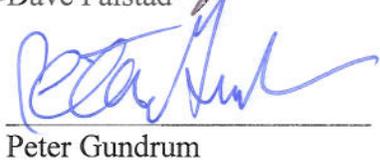
* 
Patricia A. Haukohl, Chair

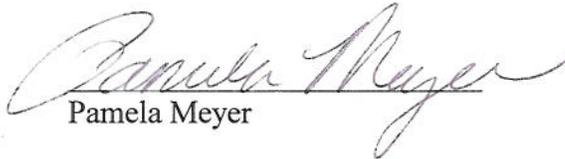

Paul L. Decker


James A. Heinrich

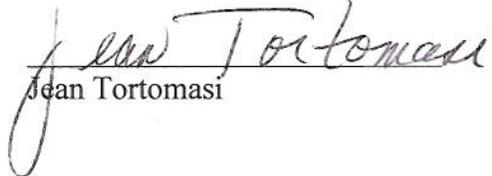

Dave Falstad


Robert Hutton


Peter Gundrum


Pamela Meyer

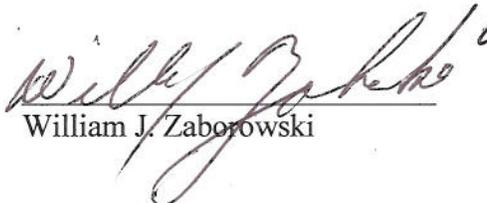

James A. Heinrich


Jean Tortomasi


Ted Rolfs


Steven C. Wimmer


Steven C. Wimmer


William J. Zaborowski

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, was presented to the County Executive on:

Date: 4/16/10, 
Kathy Nickolaus, County Clerk

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, is hereby:

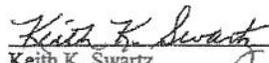
Approved: X
Vetoed: _____

Date: 4-19-10, 
Daniel P. Vrakas, County Executive

FISCAL NOTE

APPROVE STAFFING CHANGES IN HUMAN RESOURCE DIVISION OF THE
DEPARTMENT OF ADMINISTRATION

	<u>2010 Estimated Net Tax Levy Fiscal Impacts</u>	<u>2011 Estimated Net Tax Levy Fiscal Impacts</u>
<p>Section 1: Create & Abolish Positions: This proposed ordinance creates 1.0 Full Time Equivalent (FTE) Human Resource Analyst position (assumed to be filled beginning in July 2010) and abolishes 1.0 FTE Employment Services Manager position upon adoption. Funding of the Human Resource Analyst position, including salary and related employee benefit costs, is estimated at \$35,000 for partial year 2010 (July through Year End) and estimated at \$72,700 for the full year in 2011. This estimated fiscal impact is more than offset by abolishing 1.0 FTE Employment Services Manager position which will result in personnel cost savings estimated at \$144,000 in 2010 and \$147,600 in 2011.</p>	(\$58,200)*	(\$74,900)
<p><i>*Net payout to the incumbent Employment Services Manager is partially offset by vacancy to July 2010.</i></p>		
<p>Section 2: Reclassification: This proposed ordinance reclassifies one Clerk Typist II Confidential position to a Clerk Typist III Confidential position. The estimated fiscal impact of this reclassification for partial year 2010 (April 24th through Year End) is at \$1,200 and \$2,400 for a full year impact in 2011 (which assumes an annual merit step increase during the year).</p>	\$1,200	\$2,400
<p>Section 3: Salary Adjustments: This ordinance proposes salary adjustments for 2.0 FTE Senior Human Resources Analyst positions from current Salary Range S-10 to Open-11 range. The adjustments are estimated to have an additional fiscal impact for partial year 2010 (April 24th through Year End) of \$7,700 and \$9,600 estimated for a full year impact in 2011.</p>	\$7,700	\$9,600
Total Estimated net tax levy fiscal impact	<u>(\$49,300)</u>	<u>(\$62,900)</u>


Keith K. Swartz
Budget Manager
3/22/2010

WAUKESHA COUNTY BOARD OF SUPERVISORS

V

DATE-04/13/10

(ORD) NUMBER-1640114

- 1 D. FALSTAD.....AYE
- 3 R. HUTTON.....AYE
- 5 J. JESKEWITZ.....AYE
- 7 P. HAUKOHL.....
- 9 J. HEINRICH.....AYE
- 11 F. RUF.....AYE
- 13 P. DECKER.....AYE
- 15 P. MEYERS.....AYE
- 17 J. TORTOMASI.....AYE
- 19 S. WIMMER.....AYE
- 21 W. ZABOROWSKI.....AYE
- 23 J. PLEDL.....
- 25 G. YERKE.....AYE

- 2 T. ROLFS.....AYE
- 4 J. DWYER.....AYE
- 6 J. BRANDTJEN.....AYE
- 8 T. SCHELLINGER....AYE
- 10 D. SWAN.....AYE
- 12 P. WOLFF.....AYE
- 14 B. MORRIS.....AYE
- 16 D. PAULSON.....AYE
- 18 K. CUMMINGS.....AYE
- 20 P. JASKE.....AYE
- 22 P. GUNDRUM.....AYE
- 24 W. KOLB.....AYE

TOTAL AYES-23

TOTAL NAYS-00

CARRIED _____

DEFEATED _____

UNANIMOUS X

TOTAL VOTES-23