



MEMORANDUM



TO: Mayor Dan Devine and Members of the Common Council

FROM: Transition Team – Paul Ziehler, Scott Post, Sheryl Kuhary, Audrey Key, Kris Moen, and Jane Barwick

DATE: August 29, 2012

SUBJECT: Implementation of WI Act 10 (2011 Budget Repair Bill) and WI Act 32 (2011-13 Biennial Budget Bill)

February 2011 began a tumultuous year for Wisconsin's public sector employees and employers with the introduction of Governor Walker's Budget Repair Bill and eventually, the 2011-13 Biennial Budget Bill. After challenges to the Governor's legislation were dismissed, WI Act 10 (2011 Budget Repair Bill) and WI Act 32 (2011-13 Biennial Budget Bill) were adopted and took effect in late June 2011. These Acts were intended to provide financial relief and flexibility to public employers by incorporating significant changes to public employee compensation and collective bargaining provisions; in effect, changing the course of public employment as it was known.

Upon the effective date of WI Acts 10 & 32, the City's Administration and Finance Committee directed City Administration to form a Transition Team (hereinafter referred to as, "Team") who, while taking into consideration relevant provisions in the various collective bargaining agreements, would review and standardize all policies, practices, wages, benefits, work rules, etc., in order to remain a quality employer. It was established from the beginning that a clear priority in this process was for the City to be able to continue to recruit and retain competent and capable employees, and to maintain a fair, equitable and positive work environment. The directive of the Administration and Finance Committee was to make those administrative changes that would improve the managerial operations and overall efficiencies of the City. City Administrative Officer/Clerk-Treasurer Paul Ziehler, City Attorney Scott Post, Human Resources Manager Audrey Key, Assistant City Attorney III Sheryl Kuhary, Interim Finance Manager/Comptroller Kris Moen, and Principal Human Resources Analyst Jane Barwick were appointed to the Team.

The Team's first task was to determine *what* needed to be reviewed, updated and eventually, implemented per the Acts. From there the Team began its arduous undertaking which included:

- An analysis of all benefits (such as vacation, sick leave, funeral leave, holidays, worker's compensation, military leave, auto allowance/mileage reimbursement, and tuition reimbursement, just to name a few) for each employment group (former AFSCME Local 80 Clerical and Public Works Units, Engineering

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Technician and Aides' Association, Nurses Unit and non-union), followed by an in depth review of all City documents that addressed those benefits (such as sections of the Revised Municipal Code, Policies and Procedures Manual, Employee Handbook, Civil Service Rules and Regulations, respective forms, and various other related documents/forms/etc.).

- A review of all practices, rules, procedures, Memorandums of Agreement/Understanding, etc., and meetings with respective Department Heads to determine what needed to be revised and/or incorporated in either Department Work Rules and Regulations or Policies of the City.
- An analysis of the current salary structure and implementation of a Performance Review based wage program.

After 29 meetings, conducted over 11 months, the Team compiled its recommendations into report form and distributed them to Department Heads, City-wide supervisory staff, Clerical Task Force members, and previous union presidents, for review/feedback. The feedback was considered and incorporated as the Team deemed appropriate. The report herein is a compilation of efforts by the Transition Team and City-wide staff.

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