

Authorizing the Transfer of Unrepresented Department of Public Health for Madison and Dane County Employees

The Intergovernmental Agreement that created the Department of Public Health for Madison and Dane County directed that all Department employees would become County employees through a phased transition schedule. The County has negotiated memoranda of understanding with the three bargaining units representing employees in the Department. This resolution establishes similar terms under which nine (9) unrepresented City employees will transfer to County employment.

The Department's 2009 Budget included \$100,000 of general purpose revenue to fund transition costs. These transition costs are caused by wage adjustments that occur as City employees are integrated into the County's existing classification schedules and their hours of work are increased from 38.75 hours per week to 40 hours per week. The AFSCME employee transfers used approximately \$88,400 of the available funding, leaving \$11,600 to fund the unrepresented transitions.

NOW, THEREFORE, BE IT RESOLVED that unrepresented City of Madison employees employed by the Department of Public Health for Madison and Dane County are authorized to transfer to County employment under the following terms:

1. Employees may voluntarily transfer to County employment upon passage of this resolution. Employees electing to transfer in 2009 must provide notice to the County no later than March 20, 2009.
2. City classifications will be converted to County classifications and associated wage ranges according to the following table:

Public Health Nursing Supervisor	Public Health Nursing Supervisor	M-12
Public Health Director of Operations	Director of Operations – Public Health	M-14
Household Hazardous Waste Coordinator	Household Hazardous Waste Coordinator	M-11
Director of Environmental Health and Labs	Director of Environmental Health and Labs	M-14
Environmental Tech Services Supervisor	Environmental Tech Services Supervisor	M-12
Program Asst. 3	Administrative Services Supervisor	M-06-08
Environmental Health Services Supervisor	Environmental Health Services Supervisor	M-12

3. For employees who voluntarily transfer in 2009, wage adjustments will become effective on the first day of pay period 23 beginning on October 25, 2009. Hours of work for employees who transfer in 2009 will be increased from 38.75 per week to 40 hours per week effective on the first day of the first pay period of 2010.
4. Employees will be provided another voluntary election period in 2010. Employees electing to transfer in 2010 must provide notice to the County no later than August 1, 2010. Voluntary elections and wage adjustments will become effective on the first day of the first pay period of 2011. Hours will be increased from 38.75 to 40 hours per week upon transfer.
5. City employees who have not transferred during the voluntary transfer periods will be involuntarily transferred to County employment effective the on the first day of the first pay period in 2012. At that time, wage and hours adjustments will be implemented.
6. Employees will be placed in existing County salary and vacation schedules in accordance with the timelines noted above and based on the seniority earned while City employees. If a placement

results in a loss of wages or benefits, the employee will maintain the higher level of wage and/or benefit until the County schedule meets or exceeds the wage or benefit amount.

7. City employees transferring to County employment will transfer any accumulated sick leave, vacation hours, and any other accrued paid leave time balances to County employment at the time of transfer. City employees are currently paid for sick leave accumulations that exceed 150 days. The City will pay out any sick leave accumulation over 150 days at the time of transfer. Consistent with County policy, this benefit will no longer be available to an employee following transfer to County employment.
8. Transferring employees will have access to all County insurance programs on the same basis as regular County employees. Transferring employees will not experience waiting periods or exclusions upon transfer, provided that employees are enrolled in comparable programs with the City. If no comparable program exists, transferring employees will be treated as new hires. If an employee is not enrolled in a comparable program, the employee will be required to wait until the next open enrollment period.

BE IT FINALLY RESOLVED that the Department of Administration is authorized to create the necessary administrative processes and procedures to implement this resolution.

Submitted by: Brewster  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Referred to:

- Executive
- Hlth/Hum Needs
- Pers/Finance
- Pub Prot/Jud
- Pub Wks/Transp
- Envir/Ag/Nat Res
- Zoning/Land Reg
- Board of Health

\_\_\_\_ Approved as Submitted  
\_\_\_\_ Fiscal Note Not Required  
\_\_\_\_ Policy Note Not Required  
 Forward to:  
for completion of: Pub. Health - Madson; DC  
 Policy Note  Fiscal Note