



Department of Human Resources

INTER-OFFICE COMMUNICATION

Date: NOVEMBER 6, 2025

To: Chairwoman Marcelia Nicholson, County Board of Supervisors

From: Genaro Baez, Director HR Operations/TA/L&D, Dept. of Human Resources 

Subject: **From the Director HR Operations, Talent Acquisition and L&D, Department of Human Resources, requesting authority to execute a contract extension renewal with Aurora Health Care at a not-to-exceed annual amount of \$250,000 for the provision of occupational health services**

File Type: Action Report

REQUEST

Milwaukee County requires pre-employment physical assessments for a variety of positions, including Correctional Officers, Airport Firefighters, and certain health professionals and highway personnel, among others. Additionally, a number of active employees are required to participate in ongoing occupational health evaluations such as maintaining current vaccinations or mandatory random drug testing. The Department of Human Resources requests authorization to execute a one-year renewal of the fee-for-service based three-year contract that included two optional one-year renewals, at an annual not-to-exceed level of \$250,000 with Aurora Health Care for the provision of occupational health services.

POLICY

Administrative Manual Operating Procedure (AMOP)	02.04.03
--	--------------------------

BACKGROUND

Occupational health evaluations serve several important functions for Milwaukee County. First and foremost, many of the evaluations are required by state and/or federal law and failure to conduct the health assessments could put state and/or federal revenue at risk. Additionally, the evaluations mitigate risk by establishing baseline physical assessments and ensuring job candidates are physically capable of performing the functions of the job. Further, occupational health evaluations serve to protect the public through vaccination management to prevent infectious diseases in health care, as well as ongoing random drug testing for vehicle or heavy equipment operators in the County.

ALIGNMENT TO STRATEGIC PLAN

Describe how the item aligns to the objectives in the [strategic plan](#):

As we strive to become an employer of choice and attract and retain talented employees at Milwaukee County, providing an impartial and accessible selection process is critical. Our comprehensive and transparent pre-screening allows equitable access to career development opportunities. These components all contribute to employee satisfaction and increased employee engagement.

1A: Reflect the full diversity of the County at every level of County government

These screens will be used for impartial selection of employees

1B: Create and nurture an inclusive culture across County government

These screens will be used for impartial selection of employees

1C: Increase the number of County contracts awarded to minority and women-owned businesses

Contract provision of TBE included (17%)

2A: Determine what, where, and how we deliver services to advance health equity

These screens establish baseline health in our workforce that is monitored

2B: Break down silos across County government to maximize access to and quality of services offered

2C: Apply a racial equity lens to all decisions

These screens will be used for impartial selection of employees

3A: Invest “upstream” to address root causes of health disparities

These screens establish baseline health in our workforce that is monitored

3B: Enhance the County’s fiscal health and sustainability

These screens establish baseline health in our workforce that is monitored

3C: Dismantle barriers to diverse and inclusive communities

These screens will be used for impartial selection of employees

FISCAL EFFECT

The contract is structured as a fee-for-service arrangement. Consequently, the actual expenditure will vary based on utilization. Based on prior experience, the 2024 budget allocation of \$250,000 is expected to be sufficient for anticipated expanded services.

TERMS

Request for authorization to purchase a fee-for-service based contract with Aurora Health Care for the provision of occupational health services for January 1, 2025 – December 31, 2025 at an annual not-to-exceed level of \$250,000.

VIRTUAL MEETING INVITES

Margo Franklin, Chief Human Resources Officer, Department of Human Resources

Genaro Baez, Director HR Operations & Talent Acquisition, Department of Human Resources

PREPARED BY:

Genaro Baez, Director HR Operations & Talent Acquisition, Department of Human Resources

APPROVED BY:

Margo Franklin, Chief Human Resources Officer, Department of Human Resources

ATTACHMENTS:

Resolution
Fiscal Note

CC: County Executive David Crowley
Mary Jo Meyers, Chief of Staff, County Executive's Office
Margo Franklin, Chief Human Resources Officer
Scott Brown, Corporation Counsel
Supervisor Willie Johnson Jr., Chair, Finance Committee
Supervisor Patti Logsdon, Chair, Personnel Committee
Liz Sumner, Comptroller
Stephen Cady, Comptroller's Office
Aaron Hertzberg, Director, DAS
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk