COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE: March 27, 2025

TO: Marcelia Nicholson, Chairperson, County Board of Supervisors

FROM: Chief Judge Carl Ashley

SUBJECT: **Request for authorization for the Chief Judge to contract with the Wisconsin Policy Forum for an Administrative Assistant for the Milwaukee Community Justice Council at a cost of $30,000 under the MacArthur Safety and Justice Challenge Grant.**

BACKGROUND

On December 17, 2020 Milwaukee County received from the John D. and Catherine T. MacArthur Foundation a funding award notice for the Safety and Justice Challenge Phase IV Sustainability grant in the amount of $1,340,000. The award period is from January 1, 2021 to December 31, 2022 with a no-cost extension through December 31, 2025.

On February 14, 2023 Milwaukee County received from the John D. and Catherine T. MacArthur Foundation a funding award notice for the Safety and Justice Challenge Capstone grant in the amount of $570,000. The award period is from January 1, 2023 to December 31, 2025. The grant focuses on: racial equity, community engagement, strategic planning, and memorializing the grant strategies.

The Milwaukee Community Justice Council (CJC) provides the oversight and management of the Safety and Justice Challenge funds through the Office of the Chief Judge and through the oversight of the CJC Director. The administrative assistant will support the day-to-day administrative tasks of the CJC, while streamlining communications, and supporting leadership. The assistant will provide support to the CJC and CJC Director in their efforts to manage and enhance the work already supported by the Safety and Justice Challenge grants.

RECOMMENDATION
The Chief Judge recommends that the contract with the Wisconsin Policy Forum for an administrative assistant for the Milwaukee County Community Justice Council be approved for $30,000.

Prepared by: Victoria Lupo, Judicial Operations Manager

Approved by:

Carl Ashley

Chief Judge Carl Ashley
First Judicial District