

COUNTY OF MILWAUKEE
Interoffice Communication

DATE: February 21, 2020

TO: Theodore Lipscomb Sr., Chairman, Milwaukee County Board of Supervisors

FROM: Teig Whaley-Smith, Director, Department of Administrative Services

SUBJECT: Informational Report on Transitional Team for Future County Executive.

SUMMARY

On April 7, 2020 a new County Executive will be elected for Milwaukee County. The new County Executive will not take office until May 4, 2020. To assist with the transition, the Department of Administrative Services (DAS) is planning to hire three employees at the choosing of the County Executive-Elect through the use of a temporary agency from April 8, 2020 through May 3, 2020. In addition, office space will be provided in the Courthouse consisting of four offices with computer and phone access, and one conference room setup. The temporary agency positions being planned to be hired are the County Executive-elect (Pay Grade 5505), Chief of Staff (Pay Grade 902E), and the Director of Administrative Services (Pay Grade 904E). Currently those positions are filled and are serving the existing County Executive.

Milwaukee County ordinance does not clearly define the transition from one County Executive to another. Wisconsin Statutes provide the dates when the transition will occur.

59.17 (1)(a) "In each county with a population of 750,000 or more, a county executive shall be elected for a 4-year term at the election to be held on the first Tuesday in April of each year in which county supervisors are elected, and shall take office on the first Monday in May following the election."

Not since 1992 has Milwaukee County had a County Executive not running for reelection, while completing the term of office. After the current County Executive announced that he was not running for reelection, the Department of Administrative Services (DAS) began to prepare for the transition to the incoming administration.

In preparing for the upcoming transition, DAS reviewed how the State of Wisconsin handles the same situation, where there is a lag between the election date and start date of the new Governor. Statute 13.09 (5), which is listed below is the general principal, that is being proposed. DAS is proposing to set up office space and equipment, and to begin hiring key personnel to help the next County Executive-Elect and his or her team immediately begin to be prepared to transition into their role and take on the challenges of Milwaukee County.

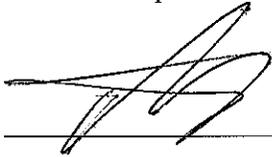
13.09 (5) of the Wisconsin Statutes states "Within one week after the general election in November of those years in which gubernatorial election is held, if the incumbent governor is not reelected, the committee shall convene and approve a budget for the newly elected governor to enable the incoming governor to review and analyze the budget, to hire staff and obtain space, and to do such other tasks as the committee approves."

FISCAL IMPACT

The estimated cost for the transition team is \$39,000. This includes the cost to the temporary agency of \$32,000 assuming that expenses will begin on April 8, 2020 and end on May 3, 2020. This estimate also includes office space and IT related equipment costs of \$7,000, with plans for each office will have one lap top, telephone, and a monitor for the conference room. The cost is planned on being absorbed within the existing DAS budget. However, these expenses were not factored in to the adopted 2020 budget. If the expenses were to cause a deficit, DAS may seek to identify outside finding in the fourth quarter of 2020.

RECOMMENDATION

No action requested. Informational item unless further action requested.



Teig Whaley-Smith, Director
Department of Administrative Services

cc: Chris Abele, County Executive
Supervisor James "Luigi" Schmitt, Chair, Finance and Audit Committee
Supervisor Eddie Cullen, Chair, Personnel Committee
Finance and Audit Committee Members
Personnel Committee Members
Raisa Koltun, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Scott Manske, Comptroller, Office of the Comptroller
Steve Cady, Research Director, Office of the Comptroller
Janelle Jensen, Committee Clerk, Office of the County Clerk
Shanin Brown, Committee Coordinator, Office of the County Clerk