

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: April 13, 2022

To: Marcelia Nicholson, Chair, Milwaukee County Board of Supervisors

From: Joe Lamers, Office of Strategy, Budget, and Performance

Subject: Human Resources requests to create 1.0 FTE Manager Human Resources and 1.0 FTE Mgmt Asst – Human Res

File Type: Action Report

REQUEST

Human Resources requests to create 1.0 FTE Manager Human Resources and 1.0 FTE Mgmt Asst – Human Res to support Courts operations.

POLICY

Wisconsin State Statutes:	Wis Stats 59.17
Milwaukee County Code of General Ordinances:	MCGO 17.05(1)
Specific Adopted Budget:	2022 Adopted Budget

BACKGROUND

In 2012, Human Resources consolidated HR staff positions from various departments to Agency 114 – Human Resources. The 2012 Adopted Budget did not move those positions from Courts to Human Resources. Since then, Courts has not had dedicated HR staff to provide program support. The Clerk of Circuit Court and Chief Human Resources Officer have agreed to create two positions to provide HR support to Courts.

Related File No's:	11-426 (2012 Adopted Budget)
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ALIGNMENT TO STRATEGIC PLAN

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

- 3B: Enhance the County's fiscal health and sustainability
- *Having centralized HR personnel supporting Courts will best position the Department in HR space with respect to best practice.*
- 3C: Dismantle barriers to diverse and inclusive communities
- *A non-departmental avenue of reporting and consultation on HR-related matters can improve the Department's awareness of and response to issues of concern impacting diverse employees*

FISCAL EFFECT

The total annual salary and social security cost of the two requested position is \$158,607. For 2022, Human Resources anticipates filling the positions for a portion of 2022 months for a total cost of \$89,839.

In 2022, Human Resources will charge the cost of these two positions to Courts via a crosscharge agreement. In 2023 and subsequent years, the positions will be included in the Human Resources budget. The tax levy allocation for Human Resources will be increased and the tax levy allocation for Courts will be decreased by \$158,607 to reflect the new positions. No crosscharge is expected for 2023 and future years.

POSITION INFORMATION

<u>Action</u>	<u>Title</u>	<u>Pay Range</u>	<u>Annual Salary Range</u>
Create	Manager Human Resources	35M	\$81,932 - \$97,649
Create	Mgmt Asst – Human Res	06PM	\$38,740 - \$49,687

Joe Lamers

Joe Lamers, Director, Office of Strategy, Budget and Performance.

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk