

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE: 06/20/2018

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

FROM: Dean Legler, Director of Compensation/Human Resources Information System,
Department of Human Resources. *DWL*

SUBJECT: **Position Creation Under Consideration by the Committee**

A review of the duties to be assigned to the new position requested by the department resulted in the following recommendation:

Recommended Title	Paralegal
Department	District Attorney's Office
Org. Unit	4500
Title Code	00086162
Number of Positions	3
Pay Grade	19Z2
Bottom Step \$(Annual)	\$44,808.59
Top Step \$(Annual)	\$54,601.26

cc: Chris Abele – County Executive
Raisa Koltun – Chief of Staff, Office of the County Executive
Kelly Bablitch – Chief of Staff, Milwaukee County Board of Supervisors
Janelle Jenson – Senior Committee Coordinator
Shanin R. Brown – Committee Coordinator, Committee on Personnel
Scott Manske – Milwaukee County Comptroller
Steve Cady – Director of Research and Policy, Office of the Comptroller
Joseph Lamers – Director of Performance Strategy & Budget, Department of Administrative Services