

**COUNTY OF MILWAUKEE**  
**Behavioral Health Division Administration**  
**INTER-OFFICE COMMUNICATION**

**DATE:** March 28, 2014

**TO:** Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

**FROM:** Héctor Colón, Director, Department of Health and Human Services  
*Prepared by Jim Kubicek, Interim Administrator, Behavioral Health Division*

**SUBJECT: From the Director, Department of Health and Human Services, requesting approval of a retention package for employees affected by the restructuring of the Behavioral Health Division**

**Issue**

The 2014 Adopted Budget for the Behavioral Health Division (BHD) includes the following language: “To maintain staff experience and expertise during the restructuring, a retention package for employees remaining at BHD until their employment status is affected by the redesign process will be developed and submitted to the County Board for approval.”

**Background**

BHD is seeking authorization to implement a retention package for employees affected by the budgeted downsizings for BHD in 2014. Details of the 2014 retention package are attached. The intent of the retention package is to stabilize staffing to ensure that appropriate levels of patient care are maintained during these downsizings.

The total estimated cost for the retention package is \$500,000 in 2014. This cost reflects salary bonuses awarded to employees remaining in active BHD employment until they are laid off. The closures are staggered throughout 2014 with target dates being May 1 and November 1 for the complete closure of Hilltop and July 1 for the closure of one Central unit. The Acute Inpatient downsizing will be contingent on census. Depending upon the specific classification, bonuses are calculated at 15 percent or 20 percent of an employee’s gross salary.

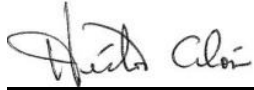
The department is requesting to cover this additional cost through the use of \$500,000 in funding from the County’s contingency fund. A fund transfer has been submitted in the April cycle requesting the use of these funds.

**Recommendation**

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, DHHS, or his designee, to implement a retention package for employees affected by the restructuring of the Behavioral Health Division.

**Fiscal Impact**

Approval of this request has no tax levy impact. A fiscal note is attached.



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Héctor Colón, Director  
Department of Health and Human Services

cc: County Executive Chris Abele  
Raisa Koltun, County Executive's Office  
Kelly Bablitch, County Board  
Peggy Romo-West, Chair – Health & Human Needs Committee  
Don Tyler, Director – DAS  
Josh Fudge, Director, Office of Performance, Strategy & Budget  
Matthew Fortman, Fiscal and Management Analyst – DAS  
Steve Cady, Director of Research– Comptroller's Office  
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Janelle Jensen, County Clerk's Office  
Jodi Mapp, County Clerk's Office