

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: December 15, 2020

TO: Marcelia Nicholson, Chairwoman, County Board of Supervisors

FROM: Joseph Lamers, Director, Office of Performance, Strategy and Budget,
Department of Administrative Services

SUBJECT: Request to create 1.0 FTE Protective Services Program Manager position and abolish 1.0 FTE Program Coordinator position in the Disability Services Division of the Department of Health and Human Services.

Request

The Department of Health and Human Services (DHHS) is requesting to create 1.0 FTE Protective Services Program Manager position and abolish 1.0 FTE Program Coordinator ASD position.

Background

DHHS's Disability Services Division (DSD) requests 1.0 FTE Protective Services Program Manager position to manage employees in a newly combined Adult Protective Services and Elder Abuse Program. The responsibility was previously split between DSD and the Department on Aging. This initiative was included in the 2021 Budget and advances the "No Wrong Door" vision of customer service for Milwaukee County residents with a goal to serve all adult residents in need, regardless of age or ability.

DSD is seeking to abolish a currently vacant Program Coordinator ASD position that is budgeted at Step 5 in the 2021 Budget. This is the same salary as Step 1 of the Protective Services Program Manager position DSD is seeking to create and would therefore have no 2021 budget impact. DSD plans to fill this position in pay period 4.

Funding for the Protective Services Program Manager position will come from abolishment of a vacant 1.0 FTE Program Coordinator ASD position. There will be no tax levy impact for this position.

Recommendation

The Department of Administrative Services – Performance, Strategy, and Budget recommends that 1.0 FTE Program Coordinator be abolished and 1.0 FTE Protective Services Program Manager be created in the Disability Services Division of DHHS.

Fiscal Impact

Salary for the 1.0 Protective Services Program Manager position will be paid from the current Personnel Services budget for the department.

Action	Title	No. of Positions	Title Code	Pay Grade
Abolish	Program Coordinator ASD	1.0 FTE	00056561	29M (\$60,796-72,864 annually)
Create	Protective Services Program Manager	1.0 FTE	TBD	33M (\$72,864-86,844 annually)

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