

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: May 2, 2024

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

From: Liz Sumner, Milwaukee County Comptroller, Office of the Comptroller

Subject: Office of the Comptroller requests to abolish 1.0 FTE Accounting Supervisor (pay range NR 25) and create 1.0 FTE Accounting Manager (pay range NR 30) (File No. 24-503)

File Type: Action Report

REQUEST

The Milwaukee County Comptroller requests to abolish 1.0 FTE Accounting Supervisor and create 1.0 FTE Accounting Manager.

POLICY

The Office of the Milwaukee County Comptroller is established in Wisconsin State Statute 59.255 and Milwaukee County Code of Ordinances

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

BACKGROUND

The position of Accounting Supervisor within the Central Accounting Division became vacant due to retirement in February 2024. The Division subsequently restructured the duties of various positions within the Central Accounting Division and determined a higher-level position would be necessary to meet the ongoing needs of the Division. This newly created position will be responsible for oversight of the County's central accounting function including financial analysis, fiscal reporting and preparation for external audit; all in compliance with generally accepted accounting principles, federal and state laws, administrative rules, County Ordinances and grant regulations. In addition, the area prepares the Annual Comprehensive Financial Report (ACFR) and the Single Audit report of federal and state awards and provides technical assistance to other departments.

Related File No's:	
Associated File No's (Including Transfer Packets):	
Previous Action Date(s):	

ALIGNMENT TO STRATEGIC PLAN

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

1A: Reflect the full diversity of the County at every level of County government

- 1B: Create and nurture an inclusive culture across County government
- 1C: Increase the number of County contracts awarded to minority and women-owned businesses
- 2A: Determine what, where, and how we deliver services to advance health equity
- 2B: Break down silos across County government to maximize access to and quality of services offered
- 2C: Apply a racial equity lens to all decisions
- 3A: Invest “upstream” to address root causes of health disparities
- 3B: Enhance the County’s fiscal health and sustainability

This position would directly assist with enhancing the County’s fiscal health and sustainability as Central Accounting plays a pivotal role in accounting oversight of Milwaukee County.

- 3C: Dismantle barriers to diverse and inclusive communities

FISCAL EFFECT

The new Accounting Manager is expected to be filled in pay period 19 for a total cost (including salary and social security) in 2024 of \$35,936. The abolished position was fully funded for the year which included salary and social security of \$93,935 which fully offsets the cost of salary and social security incurred for the Accounting Supervisor position and the anticipated costs of the new position in 2024.

POSITION INFORMATION

<u>Action</u>	<u>Title</u>	<u>Pay Range</u>	<u>Annual Salary Range</u>
Abolish	Accounting Supervisor	NR25	\$64,605-\$96,907
Create	Accounting Manager	NR30	\$86,465-\$129,688

VIRTUAL/HYBRID MEETING INVITES

Liz Sumner
Tina Lausier


PREPARED BY:

Michelle Nate, Deputy Comptroller

APPROVED BY:

Liz Sumner

ATTACHMENTS:



Liz Sumner, Comptroller

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