

.COUNTY OF MILWAUKEE
Inter-Office Communication

DATE: December 5, 2024

TO: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

FROM: Joe Lamers, Director, Office of Strategy, Budget & Performance

JOSEPH LAMERS

SUBJECT: From the Director, Office of Strategy, Budget & Performance, Requesting the Creation of 1.0 FTE Program & Evaluation Analyst in the Project Management Office

REQUEST

The Office of Strategy, Budget and Performance (SBP) requesting approval to create 1.0 FTE Program & Evaluation Analyst in paygrade 28M.

POLICY

Milwaukee County Ordinance 17.28: The maximum number of positions and/or the maximum number of employee hours in a given classification are approved as part of the annual adopted budget. Changes to the authorized number of positions outside of the budget process require approval by the Milwaukee County Board of Supervisors.

BACKGROUND

The Program and Evaluation Analyst would be located within the Project Management Office (PMO), which administers the American Rescue Plan Act (ARPA) county-wide evaluation strategy. The Milwaukee County Board of Supervisors approved \$3,389,000 for Milwaukee County ARPA Evaluation ([22-560](#), [24-535](#) & [24-755](#)). This project established an evaluation plan to evaluate the 73 ARPA projects to understand and communicate return on investment, progress toward goals and intended outcomes, and impact of ARPA investments on residents, communities, and the County's fiscal health. The evaluation will show to what extent and how projects achieved their goals and how those achievements ladder up to Milwaukee County's strategic objectives. The Program and Evaluation Analyst position will serve in a critical role to implement and sustain the evaluation plan while supporting employees and departments to replicate this evaluation strategy in other service areas.

The Program and Evaluation Analyst position was not included in the 2025 Budget because the position is currently funded by revenue made possible by ARPA as part of the ARPA Evaluation project. This position will support the implementation of the Milwaukee County ARPA Evaluation Framework and county-wide evaluation activities.

Funding for this position would be allocated from the Milwaukee County ARPA Evaluation project that was approved by the Board on June 2, 2022. This position will have a net total tax levy impact of \$0.

Position requested:

Title	Pay Range	Annual Salary Range
Program & Evaluation Analyst	\$31.57 - \$36.57	\$65,666-\$76,065

RECOMMENDATION

The Administration recommends the creation of the Program & Evaluation Analyst position within the Project Management Office.

FISCAL EFFECT

These actions will have a net total tax levy impact of \$0. A fiscal note is attached.

TERMS

The requested position would be effective upon approval by the Milwaukee County Board of Supervisors.

PREPARED BY:

Joe Lamers, Director of Strategy, Budget & Performance
Ashley Adsit, Director of Project & Performance Management
Bess Earl, Senior Grants Analyst

ALIGNMENT TO STRATEGIC PLAN

Describe how the item aligns to the objectives in the strategic plan:

- 3A: Invest “upstream” to address root causes of health disparities
- 3B: Enhance the County’s fiscal health and sustainability
- 3C: Dismantle barriers to diverse and inclusive communities