



Office of the Comptroller

Milwaukee County

Scott B. Manske, Comptroller

Date: November 12, 2019

To: Supervisor Theodore Lipscomb, Sr. Chairman, Milwaukee County

From: Scott B. Manske, Milwaukee County Comptroller

A handwritten signature in black ink, appearing to read "Scott B. Manske", written over the printed name.

Subject: Extension for a Temporary Assignment to a Higher Classification (TAHC) for the Coordinator Payroll Systems

POLICY

Chapter 17.85 of the Milwaukee County Code of General Ordinances requires an extension of temporary assignment beyond 180 days be approved by the Milwaukee County Board of Supervisors.

REQUEST

The Office of the Comptroller requests authorization to extend Mr. David Mickelson's Temporary Assignment to a Higher Classification (TAHC) to the position of Coordinator Payroll System from December 1, 2019 through December 31, 2019, when the position is scheduled to be abolished. A new position of Payroll Team Lead will be created in the 2020 Adopted Budget effective at the beginning of the year and Mr. Mickelson is slated to assume the duties of that position after the Coordinator Payroll System position is abolished via a new TAHC to the position of Payroll Team Leader, until the position is filled or June 29, 2020, whichever is earlier.

The request is being made to maintain necessary technical support in the Payroll section of the Office of the Comptroller while the Enterprise Resource Planning (ERP) project is being implemented.