

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

Date: June 21, 2024

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

From: Shakita LaGrant-McClain, Director, Department of Health and Human Services

Subject: A report from the Director, Department of Health and Human Services (DHHS), requesting the creation of 12.0 FTE Youth Correction Officer, 1.0 FTE Juvenile Correctional Officer Supervisor, 3.0 FTE Psychiatric Registered Nurse, 1.0 FTE Licensed Practical Nurse and 1.0 FTE Youth Correctional Officer Lead in Children, Youth and Family Services (CYFS)

File Type: Action

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**REQUEST**

A report from the Director, Department of Health and Human Services (DHHS), requesting approval to create 12.0 FTE Youth Correction Officer in paygrade 14Z1, 1.0 FTE Youth Correction Officer Supervisor in paygrade 28MC, 3.0 FTE Psychiatric Registered Nurse in paygrade 27MN 1.0 FTE Licensed Practical Nurse in paygrade 27, and 1.0 Youth Correction Officer Lead in paygrade NR21.

**POLICY**

The maximum number of positions and/or the maximum number of employee hours in each 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.

Milwaukee County Ordinances:		17.28
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**BACKGROUND**

In March 2018, the Wisconsin State Legislature adopted Act 185 which allows for the development of local alternatives to placements at Lincoln Hills and Copper Lake, facilities operated by the Wisconsin Department of Corrections (DOC), Division of Juvenile Corrections. Act 185 directs the closure of Lincoln Hills and Copper Lake for use as youth correctional facilities and authorizes County-operated Secure Residential Care Centers for Children and Youth (SRCCCYs). Under Act 185, the DOC maintains supervision over youth with adult court sentences and youth in the Serious Juvenile Offender Program (SJOP) within Type 1 facilities,

but the supervision of youth under other correctional placements would be transferred to the counties. Milwaukee County submitted and was approved for a state grant of \$28,338,351 to support the design and construction of a SRCCCY, to be located at the current youth detention center at Vel R. Phillips Youth and Family Justice Center. This project reflects a 32-bed program, which includes up to four beds for girls and includes the following:

- Renovation of the two existing Milwaukee County Accountability Program (MCAP) housing units at Vel R. Phillips
- Education – classrooms, teacher support and offices, a computer/learning lab, vocational programming, testing/consultation, and other multi-media activities
- Mental Health, Health, and Dental Care – space in the main building includes space needed to meet all basic physical, mental, and dental health needs, including space if needed for temporary housing of youth
- Recreation Space – indoor and outdoor recreation and green space
- Welcome Center, Visitation and Dining - public entry would occur via a welcoming vestibule and include space for family visitation and dining

The SRCCCY has a current project timeline that reflects construction and remodeling starting in June 2024 with an 18-month construction duration and owner occupancy to occur by the end of 2025. The SRCCCY is anticipated to be operational by the first quarter of 2026. The construction and remodeling include two housing units in which youth are currently being served in the Milwaukee County Accountability Program (MCAP). The youth in these two housing units will need to be temporarily moved to the gym during the remodel phase and it is expected to take no longer than six months total for both housing units to be remodeled.

These positions are being requested to prepare for the transition from MCAP to SRCCCY operations and to support youth in the program as well as the staff working with the youth. During this time, there will need to be a higher Youth Correctional Officer (YCO) staff ratio to meet the safety and security needs of the facility as well as to allow appropriate movement of youth throughout the facility. This will also allow the staff to receive the appropriate onboarding and training requirements within Chapter DOC 346 and Chapter DOC 347. For this reason, Children, Youth and Family Services (CYFS) is requesting the creation of 12 FTE of YCO.

The creation of 1.0 FTE Licensed Practical Nurse is intended to support the transition of MCAP to SRCCCY operations as well as provide additional nursing care if needed. The 1.0 FTE YCO Supervisor is being requested to provide the oversight, management, and supervision of the new YCO positions. The 1.0 FTE YCO Lead is intended to provide additional coaching and support for the YCO's across the facility and will be utilized to support the new training requirements of Chapter DOC 347. The 3.0 FTE Psychiatric Registered Nurse is needed to support the psychiatric services and medication management currently being provided by a community-based agency which is voluntarily ending its contract at the end of 2024. Creating these RN positions now will ensure a smooth transition to internal staff support by allowing staff to be hired and trained alongside the current providers.

**Positions requested:**

<b>FTE</b>	<b>Title</b>	<b>Pay Grade</b>	<b>Pay Range</b>	<b>Annual Salary Range</b>
12	Youth Correctional Officer	14Z1	\$30.00 - \$33.69	\$62,400-\$70,075
1	Supervisor Juvenile Correctional Officer	28MC	\$40.30 - \$45.99	\$83,824-\$95,659
3	Psychiatric Nurse	27MN	\$32.99 - \$41.29	\$68,619-\$85,883
1	Licensed Practical Nurse	27	\$30.81 - \$36.76	\$64,085-\$76,461
1	Youth Correctional Officer - Lead	NR21	\$24.61 - \$36.91	\$51,189-\$76,773

**ALIGNMENT TO STRATEGIC PLAN**

The request to create the new position aligns with the county's strategic plan to ensure that we can continue determining what, where, and how we deliver services to advance health equity. To that end, securing staffing for the SRCCCY implementation is vital to be initiated in 2024 to support the transition of operations and ensure the safety and security of the kids in secure care and the staff working with the youth.

**FISCAL EFFECT**

A fiscal note form is attached.

**TERMS**

N/A

**VIRTUAL MEETING INVITES**

Shakita LaGrant-McClain, DHHS Director  
Kelly Pethke, CYFS Administrator  
Lathel Taylor, CYFS Superintendent of Detention

**PREPARED BY:**

Kelly Pethke, CYFS Administrator

**APPROVED BY:**

*Shakita LaGrant-McClain*

Shakita LaGrant-McClain, DHHS Director

**ATTACHMENTS:**

None

cc: County Executive David Crowley  
Hon. Karl Ashley, Chief Judge  
Sup. Patti Logsdon, Chair, Personnel Committee  
Mary Jo Meyers, Chief of Staff, County Executive's Office  
Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors  
Janelle M. Jensen, Legislative Services Division Manager, Office of the County  
Steve Cady, Research Director, Comptroller's Office  
Lottie Maxwell-Mitchell, Sr. Budget and Management Analyst, DAS