



Department of Human Resources

INTER-OFFICE COMMUNICATION

Date: October 1, 2021
To: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors
From: Dean Legler, Director of Compensation/HRIS, Department of Human Resources
Subject: From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Community Intervention Specialist position (pay grade 24) in the Milwaukee County Department of Health and Human Services
File Type: Action Report

REQUEST

A review of the duties to be assigned to the new position requested by the department resulted in the following recommendation:

Table with 2 columns: Recommended Title, and Compensation/Details. Rows include High Org. - Department, Low Org. - Division, Number of Positions, Pay Grade, and Step 01-05 (Annual) with corresponding salary values.

POLICY

Milwaukee County Code of General Ordinances: 17.05 (1)

BACKGROUND

The Department of Human Resources is responsible for assessing the duties associated with the position and providing a job title and compensation recommendation to the Committee on Personnel. The request to create the position is being reviewed

separately by the Committee on Finance as part of File No. 21-738. This process is in accordance with Chapter 17.05 (1) of the Milwaukee County General Ordinances.

Related File No's:	21-738
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FISCAL EFFECT

The Department of Human Resources requests the approval of the classification recommendation. The Department of Human Resources is responsible for assessing the duties associated with the position and providing a job title and compensation recommendation.

VIRTUAL MEETING INVITES

Margo.Franklin@milwaukeecountywi.gov
Dean.Legler@milwaukeecountywi.gov
Joseph.Lamers@milwaukeecountywi.gov
Daniel.Laurila@milwaukeecountywi.gov
Shakita.LaGrant@milwaukeecountywi.gov
James.Mathy@milwaukeecountywi.gov

PREPARED BY:

Dean Legler, Director of Compensation/HRIS, Department of Human Resources
Bridget Morstad, Lead Compensation Analyst, Department of Human Resources
Talisa Minifield, Specialist HR Systems/Compensation, Department of Human Resources
Lindsay Kampschroer, Administrative Assistant, Department of Human Resources

APPROVED BY:

Dean Legler, Director of Compensation/HRIS, Department of Human Resources

ATTACHMENTS:

Resolution
Fiscal Note

cc: Mary Jo Meyers, Chief of Staff, Milwaukee County Executive's Office
Supervisor Eddie Cullen, Chairman, Committee on Personnel
Joe Lamers, Director, Office of Performance, Strategy and Budget, DAS
Dan Laurila, Operating Budget Manager, DAS-PSB
Margo Franklin, Chief Human Resources Officer, Department of Human Resources
Steve Cady, Research & Policy Director, Office of the Comptroller
Shakita LaGrant, Director, Department of Health and Human Services
Jim Mathy, DHHS Housing Director, Department of Health & Human Services
Lisa Ruiz Garcia, HR Manager, Department of Human Resources
Peggy Schneider, HR Business Partner, Department of Human Resources