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CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE  
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: August 26, 2016

To: Theodore Lipscomb, Sr., Chairman, County Board of Supervisors

From: John Dargle, Jr., CPRP, Director, Department of Parks, Recreation and Culture (DPRC)

Subject: **Retroactive Extension for a Temporary Assignment to a Higher Classification (TAHC) for Emily Heller (ACTION)**

**POLICY**

Chapter 17.085 of the Milwaukee County Code of General Ordinances requires that an extension of temporary assignment beyond 180 days be approved by the Milwaukee County Board of Supervisors.

**BACKGROUND**

The DPRC is requesting the continued extension of Emily Heller's TAHC to the position of Marketing and Communications Manager from August 2 through December 1, 2016 or until the position of Marketing and Communications Manager is filled, whichever occurs first. The previous extension request was for the period of March 29, 2016 through August 1, 2016 per Resolution 16-287.

The DPRC anticipates filling the Marketing and Communications Manager position in October. Ms. Heller has been a great asset during this transition and showed great leadership, work ethic, and quality of work.

**RECOMMENDATION**

The DPRC recommends a retroactive extension of the TAHC to a Higher Classification of Emily Heller.

Prepared by: Jen Francis, Chief of Administration & External Affairs

**Approved by:**

  
John Dargle, Jr., CPRP, Director