

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

DATE: December 31, 2020

TO: Supervisor Marcelia Nicholson, Chairperson, County Board

FROM: Donna Brown-Martin Director, Department of Transportation

SUBJECT: From the Director, Department of Transportation, requesting authorization to abolish one vacant FTE Airport Public Safety and Security Coordinator 2 and create one FTE Director of Airport Safety and Security position in the Airport Division.

POLICY

Board approval is required to abolish and create an existing position.

BACKGROUND

The duties associated with overseeing the areas of Airport Fire and Rescue and Airport Public Safety and Security are currently under the Director of Operations and Maintenance. These duties require specific skill sets that are governed by Federal Aviation Administration (FAA) regulation. The Director of Operations and Maintenance traditionally comes from a background in either airport operations or maintenance and has less experience with duties associated with fire, security, and emergency management. This has been the case with the past three occupants of this position. Given the specific regulatory requirements of airport fire and airport security, it has become clear that the need for a director position, reporting to the Airport Director is warranted.

The Director of Airport Public Safety and Security would be responsible for adherence to FAA Part 139 Aircraft Rescue & Fire Fighting, act as the lead Airport Security Coordinator maintaining and updating the Airport Security Plan, liaison with Milwaukee County Office of Emergency Management, and act as the Incident Commander for airport related emergencies when the situation warrants. This position will also work with local and federal agency partners including Milwaukee County Sheriff Department, local law enforcement, Transportation Security Administration, and U.S. Customs and Border Protection among others to effectuate required security regulations and programs and report to the Airport Director on matters of significance.

RECOMMENDATION

The Department of Transportation – Airport Division recommends that the County Board abolish

one position of Airport Public Safety and Security Coordinator 2 and create one position of Director of Airport Public Safety and Security to oversee the areas of airport fire, airport safety and security, and airport emergency management reporting to the Airport Director.

Prepared by:

Brian Dranzik, Airport Director

Submitted by:

Julie Esch, Deputy Director

Donna Brown-Martin, Director, Department of Transportation