



INTER-OFFICE COMMUNICATION

DATE: February 20, 2020

TO: Theodore Lipscomb, Sr., County Board Chair, Milwaukee County Board of Supervisors

FROM: Nicole M. Brookshire, Executive Director, Office on African American Affairs

SUBJECT: From the Executive Director, Office on African American Affairs, requesting authorization to abolish one (1.0) FTE Equity Coordinator position and create one (1.0) FTE Equity Analyst.

REQUEST

The Executive Director, from the Office on African American Affairs, respectfully requests authorization to abolish one (1.0) FTE Equity Coordinator (Job Code: 11099810; Pay Grade: 26M) position and create one (1.0) FTE Equity Analyst (Job Code: 11100610; Pay Grade: 23M).

BACKGROUND

The Office on African American Affairs (OAAA) is leading the organization's equity work in support of the countywide goal of improving equitable service delivery and organizational culture using a racial equity lens and framework. To support enterprise equity initiatives, to specifically address racial bias in decision making, OAAA will support the development and implementation of racial equity tools, equity trainings, and evidenced based models. OAAA aims to work collectively across the County footprint and alongside all County Departments, to improve racial equity in: operations, fiscal appropriations, IS systems, policies and programs, legislation, workforce, organizational culture and community engagement.

In seeing that Milwaukee County is number one nationally (across several indicators) for racial disparities, OAAA's effort to drive racial equity training –'normalization' (across leadership, management and all county employees), is the first phase of the department's plan. Our efforts for FY 2019, included deploying racial equity training to all County employees as well as deploying and sustaining the Racial Equity Ambassador program. The office anticipates continuing 'normalization' efforts for all of FY 2020. The office's effort to sustain normalization, and support departments with enterprise equity initiatives will help serve as the foundation to support the County's cultural shift – a move from being reactive to proactive. As such, the office staffing duties need realignment to support this shift into 2020.

During the 2020 budget the Office on African American Affairs worked with Human Resources and the Office of Budget Performance and Strategy to create a new position, however it was added as an Equity Coordinator position. The Equity Analyst position is necessary to align with the original intention and job description created to execute the high volume of special projects and to sustain a high level of productivity. The Equity Analyst will facilitate and execute a variety of projects that impact the organization and community at large.

The 2020 adopted budget included one (1.0) FTE Equity Coordinator. This action would abolish one (1.0) FTE Equity Coordinator position to create one (1.0) FTE Equity Analyst.

TITLE	JOB CODE	POSITION NUMBER	FTE	PAY GRADE
Equity Coordinator	11099810	11099810911001	1.0	26M
Equity Analyst	11100610	11100610911001	1.0	23M

The Office on African American Affairs has requested the currently vacant Equity Coordinator be abolished. This position abolishment will cover the full cost associated with the creation of the Equity Analyst position as it is a lower pay grade. There will be a small savings to the County of about \$1,916.

RECOMMENDATION

The Office on African American Affairs recommends the County Board authorize the Executive Director, Office on African American Affairs, or her designee, to implement the following action: to abolish Equity Coordinator position and to create an Equity Analyst position.

Your consideration and agreement with this request will be greatly appreciated.



Nicole M. Brookshire
Executive Director, Office on African American Affairs

Cc: Chris Abele, County Executive
Raisa Koltun, Chief of Staff, Office of the County Executive