

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: December 31, 2025

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

From: Shakita LaGrant-McClain, Executive Director, DHHS

Subject: A report from the Executive Director, Department of Health and Human Services (DHHS), requesting to create 1.0 FTE Community Intervention Specialist in Housing Services

File Type: Action Report

REQUEST

A report from the Executive Director, Department of Health and Human Services, requesting approval to create 1.0 FTE Community Intervention Specialist (CIS) in paygrade NR21.

POLICY

The maximum number of positions and/or the maximum number of employee hours in a given 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

Supportive housing case management plays an integral role in consumers lives as they transition from homelessness to permanent housing. Housing Services has worked with community providers to partner on these important services for a number of years. Due to a few provider contracts not being renewed, Housing Services is bringing that funding back in-house to provide more efficient, cohesive services to those we serve. Housing Services has an internal referral flow that incorporates our street outreach, housing navigation, and supportive housing case management teams. Adding this position will allow our teams to connect and serve up to 25 new individuals.

Position Action Requested:

Action	Title	Pay Range	Annual Salary
Create	Community Intervention Specialist	\$25.36-\$38.03	\$52,751-\$79,095

ALIGNMENT TO STRATEGIC PLAN

The request to create a new position in the DHHS aligns with the county's strategic plan to ensure that we can continue in determining what, where, and how we deliver services to advance health equity.

FISCAL EFFECT

A fiscal note is attached.

TERMS

The requested position create would be effective upon approval by the Milwaukee County Board of Supervisors.

VIRTUAL MEETING INVITES

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PREPARED BY:

Eric Collins-Dyke, Deputy Administrator, Housing Services

APPROVED BY:

Shakita LaGrant-McClain

Shakita LaGrant-McClain, Executive Director, Department of Health & Human Services

ATTACHMENTS:

None

cc: County Executive David Crowley

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
Steve Cady, Research Director, Comptroller's Office
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk