

COUNTY OF MILWAUKEE
DEPARTMENT OF HUMAN RESOURCES
INTER-OFFICE COMMUNICATION

DATE : January 10th, 2014

To : Chairwoman Marina Dimitrijevic, County Board of Supervisors

FROM : Matthew Hanchek, Director of Benefits – Department of Human Resources 

SUBJECT: **Informational report from the Director of Benefits, Department of Human Resources, on behalf of Risk Management, regarding the planned utilization of budgeted funds for temporary employee services to support Family Medical Leave (no action required).**

Issue/Background

The Department of Human Resources, Employee Benefits Division has temporarily provided oversight of the County's Family Medical Leave program. The 2014 adopted operating budget for Risk Management (org. 1150) included \$50,000 in a contingency account, but required the department to report the intended use to the Finance, Personnel and Audit committee.

On 1/10/14, the Benefits Division was alerted to a growing backlog of FML processing due primarily to a spike in activity paired with decreased staff time & business hours through the holidays. As previously noted, the current service model is not adequately equipped to overcome significant fluctuations in work volume or staff time. Temporary employee services are necessary to resolve the backlog and stabilize ongoing operations.

The Director of Benefits, Department of Human Resources, on behalf of Risk Management intends to utilize funding from this contingency not to exceed \$6,000 for temporary employee services provided through a contracted County agency. Any use of the remaining contingency funds will be reported prior to accessing funds.