

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE : January 26, 2021

TO : Supervisor Marcelia Nicholson, County Board Chair

FROM : Shakita LaGrant McClain, Director, Department of Health and Human Services

SUBJECT : Request to Create 1.0 FTE Transportation Coordinator position in the DHHS Division on Aging

Request: Department of Health and Human Services requests to Create 1.0 Transportation Coordinator position at Pay Grade 30M - NR

Background/Position Duties:

The Transportation Coordinator will: 1) Assist County residents with disabilities, veterans, and older adults with navigating available transportation options, 2) Serve as the transportation resource and subject matter expert within the DHHS Division on Aging, 3) Staff and coordinate an interagency transportation council that includes representatives from transportation providers, county departments, and mobility managers in surrounding counties to coordinate area transportation services to ensure optimum transportation opportunities for residents, 4) Provide technical expertise and train Aging and Disability Resource Center staff on transportation issues, programs, and options, 5) Document existing transportation services and create a comprehensive online directory of transportation options, sharing the directory with Aging and Disability Resource Centers and other stakeholders to encourage referrals, increased access and usage of existing transportation services, 6) Develop training and educational programs for County residents, including older adults, veterans, and people with disabilities, regarding public and alternative transportation options available in their communities.

This position was established in response to needs identified by constituents, various County commissions, the County Transportation Plan, and a Mobility Management grant proposal submitted by staff from DHHS (including Aging and Veterans Services staff) and DOT to the Southeastern Wisconsin Regional Planning Commission (SEWRPC). The position was not included in the 2021 Adopted Budget because Milwaukee County was not notified about the funding award from SEWRPC until December 11th, 2020.

Fiscal Effect:

There is no tax levy impact. The Transportation Coordinator position is funded by a Federal Transit Administration Section 5310 grant in the amount of \$108,860 for 2021 (\$87,088 award and a local match of 21,772) and \$105,938 for 2022 (\$84,750 award and a local match of \$21,188). The match requirements will be met this year and next year through the use of Base County Allocation (BCA) funding. DHHS expects to fill this position in April or May of 2021.

<u>Position requested:</u>	<u>Title code</u>	<u>Pay Range</u>	<u>Annual Salary Range</u>
Transportation Coordinator		30M - NR	\$63,690 to \$76,066

<u>Position abolished:</u>	<u>Title code</u>	<u>Pay Range</u>	<u>Annual Salary Range</u>
Not applicable	NA	NA	NA

Recommendation:

The Department of Health and Human Services recommends that a 1.0 FTE Transportation Coordinator be created in the DHHS Division on Aging. There is no tax levy impact to this request.

Shakita LaGrant-McClain

Shakita LaGrant McClain, Director, Department of Health and Human Services