




Milwaukee County
Department of Human Resources
INTER-OFFICE COMMUNICATION

File 22-606

Date: April 22, 2022

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

From: Margo Franklin, Chief Human Resources Officer 

Subject: From the Chief Human Resources Officer, Department of Human Resources, Requesting a Mid-Year (2022) Creation of a Manager Human Resources Position and a Mgmt Asst – Human Res Position in the Department of Human Resources for the Combined Court Related Operations HR Services.

File Type: Action Report

REQUEST

The Department of Human Resources (HR) request the approval to create one (1) Manager Human Resources position and one (1) Mgmt Asst – Human Res position in order to ensure effective HR support for employees and managers in Courts. HR also requests a 2022 crosscharge be processed by the Central Business Office (CBO) from the Combined Court Related Operations to the Department of Human Resources for HR services (attachment). If the crosscharge and the position creates are approved, HR and Courts will work together to fill these positions immediately.

Milwaukee County Code of General Ordinances:	17.05(1)
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BACKGROUND

The Department of Human Resources was previously under the Department of Administrative Services and many positions were decentralized and housed internally in each department's budget. In 2012, The Department of Human Resources (DHR) became its own department, and the 2012 Milwaukee County Budget moved the positions and funding for most of the DHR positions. The Combined Courts Related Operations requested their position of HR Manager be excluded from the move and Budget Amendment 1A012 was passed and the position remained in Courts. Over the past 10 years, Courts has not had dedicated HR staff to provide adequate HR program support. The current Clerk of Circuit Court reached out to the Chief Human Resources Officer and agreed the positions of Manager Human Resources and Mgmt Asst – Human Res are needed to best support HR functions and programs such as recruitment, employee relations and learning and development. The plan is to create the positions in Human Resources and receive the dedicated funding for the positions through a crosscharge for the remainder of the 2022 budget. In the 2023 Budget process, the levy targets for Courts and Human Resources will be adjusted to shift tax levy from Courts to Human Resources to account for these two positions.

ALIGNMENT TO STRATEGIC PLAN

Describe how the item aligns to the objectives in the [strategic plan](#):

- 1A: Reflect the full diversity of the County at every level of County government
- 1B: Create and nurture an inclusive culture across County government
- 1C: Increase the number of County contracts awarded to minority and women-owned businesses
- 2A: Determine what, where, and how we deliver services to advance health equity
- 2B: Break down silos across County government to maximize access to and quality of services offered
- 2C: Apply a racial equity lens to all decisions
- 3A: Invest “upstream” to address root causes of health disparities
- 3B: Enhance the County’s fiscal health and sustainability
Having centralized HR personnel supporting Courts will best position the Department in HR space with respect to best practice.
- 3C: Dismantle barriers to diverse and inclusive communities
A non-departmental avenue of reporting and consultation on HR-related matters can improve the Department’s awareness of and response to issues of concern impacting diverse employees

FISCAL EFFECT

Funding for these two (2) positions will be through a 2022 crosscharge from the Combined Courts Related Operations. The total salary and social security for the positions of Manager Human Resources – 1.00 FTE & and Mgmt Asst – Human Res – 1.00 FTE for 7.5 Months in 2022 would be \$89,839. There is no tax levy effect.

VIRTUAL MEETING INVITES

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PREPARED BY:

Dean Legler, Director of Compensation/HRIS, Department of Human Resources

APPROVED BY:

Margo Franklin, Chief Human Resources Officer, Department of Human Resources

ATTACHMENTS:

DAS Report

DAS Resolution

DAS Fiscal Note

Signed Crosscharge Agreement

cc: Mary Jo Meyers, Chief of Staff, Milwaukee County Executive’s Office
Chair, Committee on Personnel
Chair, Finance Committee
George Christenson, Clerk of Circuit Court, Combined Court Related Operations
Joe Lamers, Director, Office of Strategy, Performance & Budget

Dan Laurila, Operating Budget Manager, Office of Strategy, Performance & Budget
Amy McKinney, Sr Budget and Management Analyst, Office of Strategy, Performance & Budget
Steve Cady, Research & Policy Director, Office of the Comptroller
Ashley Schadde, Analyst Fiscal & Budget
Charteisha Carson-Clark, Director Employee Relations