

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 1, 2021

TO: Marcelia Nicholson, Chairwoman, County Board of Supervisors

FROM: Joseph Lamers, Director, Office of Performance, Strategy and Budget,
Department of Administrative Services

SUBJECT: Request to create 1.0 FTE Transportation Coordinator position in the Aging Division of the Department of Health and Human Services.

Request

The Department of Health and Human Services (DHHS) is requesting to create 1.0 FTE Transportation Coordinator position.

Background

The Transportation Coordinator position will be responsible for: 1) Assisting county residents with disabilities, veterans, and older adults with navigating available transportation options; 2) Serving as the transportation resource and subject matter expert within the DHHS Division on Aging; 3) Staffing and coordinating 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) Providing technical expertise and training Aging and Disability Resource Center staff on transportation issues, programs, and options; 5) Documenting existing transportation services and creating 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; and 6) Developing 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.

The position was not included in the 2021 Adopted Budget because Milwaukee County was not notified about the funding award from SEWRPC until December 11, 2020. The Aging Division plans to fill this position in pay period 8. Funding for the Transportation Coordinator position will come from 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 Aging Division has indicated that the local match will come from Milwaukee County's Basic County Allocation funding. The amount of the federal award fully supports the increased expenses associated with creating this new position.

There will be no tax levy impact for this position.

Fiscal Impact

The annual salary for the 1.0 Transportation Coordinator will be funded by Federal Transit Administration Section 5310 grant revenues.

| Action | Title | No. of Positions | Title Code | Pay Grade |
|---------------|----------------------------|-------------------------|-------------------|--------------------------------|
| Create | Transportation Coordinator | 1.0 FTE | TBD | 29M (\$60,796-72,864 annually) |

Recommendation

The Department of Administrative Services – Performance, Strategy, and Budget recommends that 1.0 FTE Transportation Coordinator position be created in the Aging Division of DHHS.

JOSEPH LAMERS

Joseph Lamers, Director
Office of Performance, Strategy and Budget
Department of Administrative Services