

**COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION**

DATE : 3/11/2019

TO : Supervisor Theodore Lipscomb Sr., Chair, County Board of Supervisors

FROM : Teig Whaley-Smith, Director, Department of Administrative Services

SUBJECT : Petition for Waiver Request on Ethics Code Section 9.05 (3) (a) for Al Klatt in DAS-CBO

**REQUEST**

The Department of Administrative Services – Central Business Office (CBO) respectfully requests a waiver of 9.05(3) (a) of the Ethics Code, which states that no former County employee, for twelve (12) months following the date on which he/she ceases to be a County employee, shall, for compensation, on behalf of any person other than a governmental entity, provide any contractual services to the County. The county board committee on finance and audit may waive the contractual services prohibition provision of this section, first effective for county public officials or employees that separate service after April 1, 2016, upon the petition of the administrator seeking services with the former public official or employee that the need is critical to county operations.

This waiver request is for Al Klatt who began employment on 02/03/1988 and retired and ceased to be a County employee effective 01/11/2019. This request is for Mr. Klatt to return to work for the DAS-CBO on a temporary contract basis, in order to assist with financial matters related to Facilities Management and the Water Utility. The request is made due to a high level of turnover that has recently been experienced in the CBO and was not expected.

**BACKGROUND**

The DAS Central Business Office (CBO) provides a full suite of accounting, budgeting and analytical services for all divisions within DAS, as well as some outside departments including Human Resources, the Office of Emergency Management, and the Office of African American Affairs. Services primarily consist of general accounting, financial reporting, budgeting, accounts payable and accounts receivable services.

During calendar year 2019, the CBO has experienced a high level of turnover. In a period of less than three months, four out of nine positions in the office gone vacant. Vacant positions include the CBO Director and three out of four positions in the CBO unit which handles the Facilities Management Division. Vacant positions include:

1. Director, CBO
2. Financial Manager, (Facilities Management)
3. Sr. Analyst Budget & Fiscal (Architecture & Engineering, Environmental Services, Capital, Water)

#### 4. Associate Accountant

The CBO is in the process posting and filling each of these vacant positions. The positions are in various phases of the recruitment process. It will take time for the office to be fully staffed again.

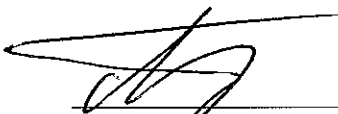
The staffing shortage is particularly impacting the CBO work unit which handles the Facilities Management Division (FMD). Three of four positions in this unit are vacant. The CBO-FMD provides accounting and fiscal services pertaining to Facilities, Environmental Services, Architecture and Engineering, the Water Utility, and provides accounting services for both operating and capital related expenditures.

#### **RECOMMENDATION**

It is respectfully requested that the County Board of Supervisors waive 9.05(3)(a) of the Ethics Code in order to allow Al Klatt to return to work for the DAS-CBO on a temporary contract basis. Mr. Klatt was previously the Sr. Analyst working on Architecture & Engineering, Environmental Services, and the Water Utility. This request is for Mr. Klatt to work as a contractor, with hours limited to 20 hours per week, and for a length of time up to the duration of calendar year 2019. During this time, Mr. Klatt's role is planned to be focused primarily on the Water Utility, which is a particular area of need. The contract position in particular will assist with the Water Utility's financial reconciliation, annual break even analysis, development of the 2020 budget, and other related financial matters. The contract position will document work processes and train staff on these matters.

#### **FISCAL IMPACT**

A fiscal note is attached. This cost can be absorbed within the DAS-CBO's existing budget.



Teig Whaley-Smith, Director  
Department of Administrative Services

Cc: Chris Abele, Milwaukee County Executive  
James "Luigi" Schmitt, Chair, Finance and Audit Committee  
Willie Johnson Jr., Co-chair, Finance and Audit Committee  
Sheldon Wasserman, Finance Committee  
Supreme Moore Omokunde, County Supervisor  
Jason Haas, County Supervisor  
Sequanna Taylor, County Supervisor  
Eddie Cullen, County Supervisor  
Steven Cady, Research and Policy Director, Office of the Comptroller

Teig Whaley-Smith, DAS Director  
Raisa Koltun, Chief of Staff, Office of the County Executive  
Kelly Bablitch, Chief of Staff, County Board