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3 From the Deputy Director, Department of Administrative Services (DAS), requesting  
4 authorization to create one full-time equivalent Continuous Improvement Specialist  
5 position in the Central Business Office, DAS, effective February 2, 2017, and to process  
6 an administrative fund transfer to move funds from the allocated contingency, by  
7 recommending adoption of the following:

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9 **A RESOLUTION**

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11 WHEREAS, Continuous Improvement (CI), commonly known as LEAN,  
12 originated in the manufacturing sector; and

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14 WHEREAS, over the years, the health care industry, public schools, and other  
15 government agencies began incorporating CI into work processes as competition for  
16 resources increased; and

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18 WHEREAS, the goal of CI is to systematically improve work processes in order  
19 to become more efficient and agile; and

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21 WHEREAS, the CI Specialist position will be responsible for the county-wide CI  
22 Program; and

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24 WHEREAS, the CI Specialist position duties would include, but not be limited to:  
25 leading multiple complex process improvement projects that span multiple central  
26 departments; assess processes to determine how to reduce rework, improve quality and  
27 efficiency, increase revenue and/or improve the ability to deliver desired services or  
28 outputs; advise in analysis of operational intelligence metrics by defining and identifying  
29 key measures and performance metric targets; assisting in development of complex  
30 cost-benefit and return on investment analyses for proposed changes; and develop and  
31 execute a comprehensive change management strategy relative to projects and  
32 stakeholders as well as orchestrate and lead change management methodologies; and

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34 WHEREAS, funding for this position was included in the allocated contingency in  
35 the 2017 Adopted Budget; and

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37 WHEREAS, the request to approve the classification for this position is being  
38 reviewed separately by the Committee on Personnel as part of File No. 17-114; and

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40 WHEREAS, the Committee on Finance and Audit, at its meeting of March 16,  
41 2017, recommended adoption of File. No. 17-68 (vote 4-2); now, therefore

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43 BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby approves  
44 the creation of 1.0 full-time equivalent Continuous Improvement Specialist position in  
45 the Central Business Office (CBO), Department of Administrative Services (DAS); and

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BE IT FURTHER RESOLVED, DAS is authorized to process an administrative fund transfer in the amount of the actual 2017 position cost from the Appropriation for Contingencies to the CBO, DAS.

jmj  
03/16/17  
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