

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

Date: May 20th, 2025

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

From: Joseph Lamers, Office of Strategy, Budget, and Performance

Subject: Agency 200 – Combined Court Related Operations requests to abolish 1.0 FTE Clerical Specialist (paygrade NR14) and create 1.0 FTE Jury Services Supervisor (paygrade NR20) effective July 6th, 2025 (pay period 14).

File Type: Action Report

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MCGO 17.05 and Wis. Stats 59.60(10), require the Office of Strategy, Budget, and Performance (SBP) to review departmental position create requests for need, appropriateness, and funding availability.

**NEED AND APPROPRIATENESS**

☒ SBP concurs with the department report on the need and appropriateness of this position request.

**FUNDING AVAILABILITY**

☒ The cost of this request will be absorbed within the department's existing salary budget. The department is responsible for managing their personal services budget and taking appropriate action to avoid a deficit. In the subsequent year requested budget, the department will include this position action inside their assigned tax levy target.

- ☐ Grant Revenue that expires \_\_\_\_\_
- ☐ Other

**ADDITIONAL INFORMATION**

Per Department Memo & Fiscal Note:

Estimated remaining current year total cost for the created position is \$26,613. Current year costs will be absorbed within the agency's 2025 personnel budget. The 2026 full-year total cost of the position is estimated at \$53,226. 2026 costs for this position will be absorbed within the department's personnel services budget.

*JOSEPH LAMERS*

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Joseph Lamers  
Director, Office of Strategy, Budget, and Performance