


COUNTY OF MILWAUKEE
Inter-Office Communication

Date: March 21, 2025

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

From: Anna Maria Hodges, Clerk of Circuit Court 

SUBJECT: From the Clerk of Circuit Court requesting authorization to execute an Professional Service Agreement with Credit Service International for the collection of court-ordered judgments and tax refund intercept processing on a month-to-month basis until the award of a new contract is made or until December 31, 2026, whichever comes first.

File Type: Action Report

REQUEST

Milwaukee County Clerk of Circuit Court Anna Maria Hodges requests authorization to execute a Professional Service Agreement with Credit Service International for the collection of court-ordered judgments and tax refund intercept processing. This contract is requested on a month-to-month basis until the award of a new contract is made following a Request for Proposals (RFP) process consistent with state law and county ordinance, or until December 31, 2026, whichever comes first.

POLICY

Wis. Stat. § 59.40(4) authorizes the Clerk of Circuit Court to contract for the collection of court-ordered fines and forfeitures, surcharges, assessments, and attorney fees, with vendor compensation to be drawn from the proceeds it recovers. In addition, authority for this request was granted by the Milwaukee County Board of Supervisors by resolution dated February 1, 1996, File Number 96.99.

BACKGROUND

This request is being made to continue this vital service while affording the time necessary to update the RFP to reflect changes in the Fair Credit Reporting Act and allow procurement the time necessary to explore consolidation with other county RFP at procurements request.

FISCAL EFFECT

This is a revenue contract and creates no impact on the county's tax levy. As detailed in the accompanying Fiscal Note, this contract involves the collection of debt, owed pursuant to court orders.

TERMS

This Professional Services Agreement will provide professional debt collection services on a month-to-month basis, beginning May 1, 2025 and continuing at the County's sole option until award of a new contract is made or until December 31, 2026, whichever comes first.

VIRTUAL MEETING INVITES

Anna Maria Hodges, Clerk of Circuit Court
Mary Ferwerda, Chief Deputy Clerk of Circuit Court
L. Wesley MCKenzie, Sr. Financial Manager, Clerk of Circuit Court

PREPARED BY:

Anna Maria Hodges, Clerk of Circuit Court

APPROVED BY:

Anna Maria Hodges, Clerk of Circuit Court

ATTACHMENTS:

Resolution
Fiscal Note
Amendment #1 to the Professional Service Agreement

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Service Division Manager, County Clerk
Steve Cady, Director of Research and Policy, County Comptroller