

## MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** April 14, 2023

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** A report from the Director, Department of Health and Human Services, requesting the creation of 1.0 FTE ADRC Supervisor, 4.0 FTE ADRC Advanced Professionals and 1.0 FTE Office Support Assistant II (Independent Living Support Pilot) in Aging and Disabilities Services

**FISCAL EFFECT:**

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| <input type="checkbox"/> No Direct County Fiscal Impact<br><input type="checkbox"/> Existing Staff Time Required<br><input checked="" type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below)<br><input type="checkbox"/> Absorbed Within Agency's Budget<br><input checked="" type="checkbox"/> Not Absorbed Within Agency's Budget<br><input type="checkbox"/> Decrease Operating Expenditures<br><input checked="" type="checkbox"/> Increase Operating Revenues<br><input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures<br><input type="checkbox"/> Decrease Capital Expenditures<br><input type="checkbox"/> Increase Capital Revenues<br><input type="checkbox"/> Decrease Capital Revenues<br><input type="checkbox"/> Use of contingent funds |
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*Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year - 2023</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	\$208,379	\$447,757
	Revenue	\$208,379	\$447,757
	Net Cost	\$0	\$0
<b>Capital Improvement Budget</b>	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

## DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
  - B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.<sup>1</sup> If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
  - C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
  - D. Describe any assumptions or interpretations that were utilized to provide the information on this form.
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- A. Approval of this resolution would authorize the creation of 1.0 FTE ADRC Supervisor, 4.0 FTE ADRC Advanced Professionals and 1.0 FTE Office Support Assistant II in Aging and Disabilities Services (ADS).
  - B. DHHS-ADS applied for, and was awarded, a two-year grant for \$1,468,800 in American Rescue Plan Act (ARPA) funding from the State Department of Health Services to support an Independent Living Supports Pilot (ILSP) as part of its Aging and Disability Resource Center. The grant would fund the requested positions for the last six months of 2023, full year of 2024 and the first six months of 2025 for a total of 24 months.
  - C. For 2023, the total 2023 salary and social security cost for the six positions is \$208,379. This assumes these positions are hired at the maximum salary point in the pay range and filled by pay period 15 (July 10, 2023). The full annualized cost for salary and social security is estimated to be \$447,757 in 2024. In addition, active fringe benefit costs associated with these positions would also be reimbursed by State ARPA.
  - D. The accompanying resolution authorizes the creates as of pay period 12, effective May 29, 2023 to ensure timely recruitment. However, this fiscal note calculates the total cost as of pay period 15 (July 10, 2023) which is anticipated to be the most realistic timeframe for actually filling the positions and incurring costs. Once the ARPA

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<sup>1</sup> If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

<sup>2</sup> Community Business Development Partners' review is required on all professional service and public work construction contracts.

grant award ends, it is assumed these positions would be absorbed into the DHHS budget and offset by vacancies in the department or another funding source will be identified.

Department/Prepared By Clare O'Brien, DHHS Budget & Policy Director

Authorized Signature *Shakita LaGrant-McClain*

Did DAS-Fiscal Staff Review?  Yes  No

Did CBDP Review?  Yes  No  Not Required