

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 2, 2021

TO: Marcelia Nicholson, Chairwoman, County Board of Supervisors

FROM: Joseph Lamers, Director, Office of Performance, Strategy and Budget,
Department of Administrative Services

SUBJECT: Request to create 1.0 FTE Housing Inspector position in the Housing Division of the Department of Health and Human Services.

Request

The Department of Health and Human Services (DHHS) is requesting to create 1.0 FTE Housing Inspector position.

Background

The Housing Division is requesting an additional Housing Inspector position for its Home Repair Program to respond to an anticipated increase in general home repair demand after the roll out of the COVID-19 vaccine and enhanced marketing of the division's home repair loans. The new position would focus on general home repair while current inspectors would be devoted to responding to referrals from the Disabilities Services Division (DSD) for families in need of home modifications for their children. The Housing Division plans to fill this position in pay period 8.

Funding for the Housing Inspector position is designated to be funded out of Milwaukee County's 2021 federal Housing and Urban Development (HUD) Community Development Block Grant-CV (CDBG) funding of \$1.7M of which up to 20% (\$337k) can be allocated for administrative purposes as described in County Board File 20-862.

There will be no tax levy impact for this position.

Fiscal Impact

The annual salary for the 1.0 Housing Inspector will be funded by CDBG-CV revenues.

Action	Title	No. of Positions	Title Code	Pay Grade
Create	Housing Inspector	1.0 FTE	00008041	24M (\$51,516-60,015 annually)

Recommendation

The Department of Administrative Services – Performance, Strategy, and Budget recommends that 1.0 FTE Housing Inspector position be created in the Housing Division of DHHS.

JOSEPH LAMERS

Joseph Lamers, Director
Office of Performance, Strategy and Budget
Department of Administrative Services