

**COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION**

**Date:** May 31, 2016  
**To:** Theodore Lipscomb, Chair, County Board of Supervisors  
**From:** Steven Kreklow, Director, Office of Performance, Strategy, and Budget  
**Subject:** Request to Create 1.0 FTE in the Department of Health and Human Services, Disability Services Division

**REQUEST**

The Director of Health and Human Services requests the following position actions in the Disability Services Division.

- Create 1.0 FTE Human Service Worker Bi-lingual Spanish (Title Code 00056310)

**BACKGROUND/ANALYSIS**


Despite an increase of 18% in Spanish speaking inquiries, at this time, the Disability Services Division in the Department of Health and Human Services, does not currently have a Human Service Worker to answer and respond to inquiries in Spanish at the Disability Resource Center. A bi-lingual Human Service Worker at the Disability Resource Center will allow the Disability Services Division to provide better customer service and more effectively serve the citizens of Milwaukee County.

**FISCAL NOTE**

The cost of this position will be absorbed into the 2016 operating budget and subsequent years. The fiscal effect of this position will be increased 2016 expenditures of \$24,297 in salary and fringe benefits and \$57,422 annually for future subsequent years. The Department of Health and Human Services, Disability Services Division plans to have 48% percent of the cost of this position (\$11,663 in 2016 and \$27,563 annually in subsequent years) covered by the matching Medical Assistance funds received by Milwaukee County to help fund the Disability Resource Center. The Department of Health and Human Services plans to hold other positions vacant to offset the additional costs of the requested position. This item has no tax levy impact. At this time, no appropriation of funds is required.

**RECOMMENDATION**

The Department of Administrative Services - Performance, Strategy and Budget recommends that the request to create 1.0 FTE Human Service Worker Bi-lingual Spanish, be approved.

  
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Steven Kreklow  
Director, Office of Performance, Strategy, and Budget