

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: April 19, 2024

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A report from the Director, Department of Health and Human Services, requesting the creation of 27.0 FTE to expand the Aging and Disability Resource Center (ADRC)

FISCAL EFFECT:

- | | |
|---|--|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input checked="" type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

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.

	Expenditure or Revenue Category	Current Year - 2024	Subsequent Year
Operating Budget	Expenditure	\$1,102,831	\$2,205,663
	Revenue	\$1,102,831	\$2,205,663
	Net Cost	\$0	\$0
Capital Improvement Budget	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.¹ 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 10.0 FTE ADRC Professional in pay grade 16Z4, 2.0 FTE ADRC Senior Manager in pay grade 33M, 2.0 FTE ADRC Supervisor in pay grade 31M, 1.0 ADRC Supervisory Options Counseling in pay grade 31M, 1.0 FTE Advanced Benefit Specialist in paygrade 27, 1.0 FTE Administrative Assistant in paygrade 17, 1.0 FTE Mental Health Professional in paygrade 29, 6.0 ADRC Advanced Professional in pay grade 27, 2.0 FTE ADRC Advanced Professional Bilingual (Outreach) in paygrade 27, and 1.0 FTE Human Services Worker-APS in paygrade 16Z4.
 - B. The State of Wisconsin's 2023-2025 Biennial Budget includes expansion funding for Aging and Disability Resource Centers (ADRCs). Milwaukee County was awarded \$1,599,065 in new state resource center funding for CY2024 and anticipates an additional \$1.3 million in federal match for those funds based on current time reporting trend analysis. It is anticipated that \$2,205,663 annually will be needed for the expansion of 27.0 FTEs.
 - C. For 2024, the total 2024 salary, social security, and fringe benefit costs for the 27 positions is \$1,102,831. This assumes these positions are hired at a salary range that is equitable with existing positions and filled by pay period 14 (June 24). The full annualized cost for salary and social security is estimated to be \$2,205,663 in 2024.

¹ 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.

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

D. The accompanying resolution authorizes the creates as of pay period 11, effective beginning May 24, 2024, to ensure timely recruitment. However, this fiscal note calculates the total cost as of pay period 14 (June 24, 2024) which is anticipated to allow time for positions to be posted and filled. The Department will include these positions and related revenue in the 2025 Requested Budget.

Department/Prepared By Matthew Fortman, DHHS Fiscal Administrator

Authorized Signature *Shakita LaGrant-McClain*

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review? Yes No Not Required