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3 From the Director, Department of Health and Human Services, requesting creation of
4 1.0 FTE Quality Assurance Coordinator and 1.0 FTE of Contract Services Coordinator,
5 by recommending adoption of the following:
6

7 **A RESOLUTION**
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9 WHEREAS, the Department of Health and Human Services (DHHS) has
10 received several allocations under the American Rescue Plan Act (ARPA) State and
11 Local Fiscal Recovery Funds for eligible health and human services programs, the
12 Credible Messengers and Trauma Response Programs (Adopted File No. 22-418), and
13 the Milwaukee Market Match Program (Adopted File No. 22-597) included funding for
14 additional personnel to support these programs; and
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16 WHEREAS, DHHS has a culture and practice of reliable planning, monitoring,
17 evaluation, accountability, and reporting; and
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19 WHEREAS, the Quality Assurance Coordinator (QAC) will help advance a
20 centralized quality management system by developing and implementing department-
21 wide monitoring and evaluation activities; and
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23 WHEREAS, the QAC role exists to ensure the collection of relevant and
24 appropriate impact data needed to monitor strengths, weaknesses, and gaps in existing
25 projects/programs and services, and for reporting to various stakeholders; and
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27 WHEREAS, the Contract Services Coordinator (CSC) will oversee the
28 coordination, execution, and tracking of purchase of service, fee for service, and
29 professional contracts; assist in the development and recommendation of revisions in
30 standard contract language for contracts and fee for service agreements, and assist in
31 provider network development, and capacity building efforts; and
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33 WHEREAS, the CSC will be responsible for serving as Contract Administrative
34 liaison to the Quality Management Division, DHHS, to enhance contract monitoring
35 coordination and DHHS grant-analyst staff to aid in Federal and State claims reporting
36 of ARPA-funded contracts; and
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38 WHEREAS, the request to create this new position in DHHS aligns with
39 Milwaukee County's strategic plan to ensure that we can continue in determining what,
40 where, and how we deliver services to advance health equity; and
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42 WHEREAS, there will be no tax levy impact for this position; and
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44 WHEREAS, the Committee on Personnel, at its meeting of July 12, 2022,
45 recommended adoption of File No. 22-758 (vote 4-0); now, therefore,
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47 BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby
48 authorizes and approves the creation of one, Full-Time Equivalent (FTE), Quality
49 Assurance Coordinator position, and the creation of one, FTE Contract Service
50 Coordinator position to be filled beginning in Pay Period 19:

Action	Title	Number of Positions	Current Pay Grade
Create	Quality Assurance Coordinator	1.0 FTE	29M (\$62,911-\$75,377 annually)
Create	Contract Service Coordinator	1.0 FTE	27 (\$60,573-\$72,287 annually)

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