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Request to create one FTE Housing Program Assistant position in the Section 8 Housing Choice Voucher Program within the DHHS Housing Division, by recommending adoption of the following:

**A RESOLUTION**

WHEREAS, the Housing Division (Housing), Department of Health and Human Services (DHHS), has seen an increase in the number of Mainstream Vouchers since 2018 in its Section 8 Housing Choice Voucher Program (HCV Program); and

WHEREAS, the HCV Program assists non-elderly persons with disabilities and the lease up rate for this program has subsequently increased; and

WHEREAS, the creation of one, full-time equivalent, Housing Program Assistant position in Housing, DHHS, will be responsible for certification, processing, and leasing of the additional vouchers, and would allow maximum utilization of the HCV Program to lease eligible applicants to receive rental assistance through the program; and

WHEREAS, funding for the Housing Program Assistant position will come from increased Housing and Urban Development administrative fee revenues; and

WHEREAS, there will be no tax levy impact for this position; and

WHEREAS, the Committee on Finance, at its meeting of March 18, 2021, recommended adoption of File No. 21-206 (vote 6-0); now, therefore,

BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby authorizes and approves the creation of one, full-time, equivalent, Housing Program Assistant position to be filled beginning in Pay Period 8:

| Action | Title                     | Number of Positions      | Title Code | Pay Grade              |
|--------|---------------------------|--------------------------|------------|------------------------|
| Create | Housing Program Assistant | 1.0 Full-Time Equivalent | 00008021   | 16Z3 (\$39,706-47,420) |