

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: August 18, 2023

To: Supervisor Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

Margo Franklin, Director and Chief Human Resources Officer, Department of Human Resources

From: Jaci Bobo, Director and Chief Information Officer, Information Management Services Division, Department of Administrative Services

Subject: From the Director and Chief Information Officer, Information Management Services Division, Department of Administrative Services, requesting a Mid-Year (2023) Creation of an Analyst Security I Position in the Information Management Services Division for Security

File Type: Action

REQUEST

The Department of Information Management Services Division, Department of Administrative Services (DAS-IMSD) request the approval to create one (1) Analyst Security 1 position to support the IMSD Security Operations Center. DAS-IMSD also requests a transfer from the Department of Transportation, Airport Division to DAS-IMSD for actual costs in 2023. A direct service cross charge has been submitted as part of the 2024 budget request for this funding. If the transfer and position create is approved, DAS-IMSD and HR will work together to fill this position immediately.

POLICY

Wisconsin State Statutes:	59.17
Milwaukee County Code of General Ordinances:	MCGO 17.05 (1)
Specific Adopted Budget:	2023 Adopted Budget

BACKGROUND

The IMSD Security Operations Center has assigned an experienced Security Engineer to assess and design the architecture plan for integration with Milwaukee Mitchell International Airport (MMIA) and the plan for establishing an MMIA security program and plan, including an awareness program and training as needed post-integration.

The current Analyst Security position, which will become an Analyst Security II with no grade change, will be assuming some of the responsibilities of the Security Engineer, including the security awareness program and day-to-day security monitoring and operations activities. DAS-IMSD desires to recruit for an Analyst Security I. The new Analyst Security I position will be taking on the full responsibilities for daily operations.

The plan is to create the position in DAS-IMSD and receive the dedicated funding for the position through a monthly transfer of the actual amount from the Department of Transportation, Airport Division to DAS-IMSD for the remainder of the 2023 budget. A direct service cross charge has been submitted as part of the 2024 budget request to account for this position.

ALIGNMENT TO STRATEGIC PLAN

- 2B: Break down silos across County government to maximize access to and quality of services offered
- 3B: Enhance the County's fiscal health and sustainability

FISCAL EFFECT

Funding for this position through 2023 will be through a monthly transfer of the actual amount from the Department of Transportation, Airport Division to DAS-IMSD. A direct service cross charge has been submitted as part of the 2024 budget request to account for this position. There is no tax levy effect.

Position Requested	Number of Positions	Pay Grade	Annual Salary (without Social Security)
Analyst Security I	1	35M	\$84,947.20 - \$101,233.60

VIRTUAL MEETING INVITES

- Jaci Bobo – Director and Chief Information Officer, Information Management Services Division, Department of Administrative Services
- Matt Johnson – IT Director Governance and Business Solutions
- Tahir Hassan – Chief Technology Officer
- Ann Seltzer – Information Security Manager
- James Martin, Director – Finance and Administration, Airport Division, Department of Transportation
- Eric Mesa, Airport IT Manager, Airport Division, Department of Transportation

PREPARED BY:

Matt Johnson – IT Director Governance and business Solutions

Jacqueline Bobo

Jaci Bobo

Director and Chief Information Officer
DAS – Information Management Services Division

APPROVED BY:

Aaron Hertzberg

Aaron Hertzberg

Director of Administrative Services
Department of Administrative Services

ATTACHMENTS:

DAS Report
DAS Resolution
DAS Fiscal Note

CC: David Crowley, County Executive
Liz Sumner, Chairperson, Committee on Finance
Sequanna Taylor, Vice-Chairperson, Committee on Finance
Mary Jo Meyers, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Janelle M. Jensen, Legislative Services Division, Office of the County Clerk
Aaron Herzberg, Director of Administrative Services
Scott B. Manske, Comptroller
Joseph Lamers, Director, Office of Performance, Strategy & Budget
Amy McKinney, Sr. Budget and Management Analyst, Office of Performance, Strategy & Budget
Mary Polaris, Human Resources Business Partner, Department of Human Resources
Dean Legler, Director of Compensation, Department of Human Resources
Elena LaMendola, Financial Manager, Central Business Office
Steve Cady, Director of Research & Policy, Office of the Comptroller
Shanin Brown, Committee Coordinator, Office of the County Clerk