

**COUNTY OF MILWAUKEE**  
INTEROFFICE COMMUNICATION

**DATE:** March 26, 2021

**TO:** Supervisor Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

**FROM:** Shakita LaGrant-McClain, Director, Department of Health & Human Services

**SUBJECT:** **From the Director, Department of Health and Human Services, requesting authorization to abolish one FTE Aging Administrator position and to create one FTE Aging Unit Director position**

**Issue**

The Director, Department of Health and Human Services (DHHS), is requesting authorization to abolish one FTE Aging Administrator (Pay Grade 902E) position and to create one FTE Aging Unit Director (Pay Grade 901E) position.

**Background**

The 2021 Adopted Budget integrates the Milwaukee County Department on Aging as a division under the Department of Health and Human Services (DHHS). Over the past few years, DHHS has been implementing a “No Wrong Door” customer service approach meaning that anyone, regardless of age, disability, race, gender, or socio-economic status can and will be served no matter a person’s entry point into the system. A fully integrated human service model not only aligns Milwaukee County with the rest of the state and country in terms of how people are served across the lifespan, it will also provide greater access to a wider array of services for people of all ages and abilities. A major advancement toward this vision is the integration of Aging Services.

As part of this change, the 2021 Budget created one FTE Aging Administrator position to lead the Aging Division and to perform the duties of a full-time aging unit director in accordance with Wis. Stat. § 46.82(5). In addition to overseeing the functions of the Area Agency on Aging (AAA) and community-based services for older adults, this position was also intended to oversee the newly-merged Aging and Disability Resource Center. The necessary planning and application process to integrate both the Aging Resource Center and Disability Resource Center is already underway and will continue throughout 2021 with implementation of a combined Aging and Disability Resource Center (ADRC) to occur in 2022.

During this planning process, it was determined that the ADRC would roll up to the Aging and Disability Division Administrator and the proposed Aging Unit Director would oversee the AAA and Senior Centers. Specifically, the Aging Unit Director would fulfill the requirements under Wis. Stat. § 46.82(5)(5) in providing strategic leadership, overseeing the AAA, community-based services for older adults, and activities that support the operational and policy work of the Commission on Aging to ensure the success of programs and meaningful involvement of older adults.

The new Aging Unit Director would be funded by the abolishment of the vacant Aging Administrator position in the Aging Division.

### **Recommendation**

The Department of Health and Human Services recommends the Milwaukee County Board of Supervisors authorize the Director, Department of Health and Human Services, or her designee, to implement the following position actions:

| <b>Position Description</b> | <b>Pay Range</b>            | <b>FTE</b> | <b>2021 Salary &amp; Social Security Impact (effective 6/1/2021)</b> | <b>Annualized Impact</b> |
|-----------------------------|-----------------------------|------------|--|--------------------------|
| Aging Administrator         | 902E                        | (1.00)     | (\$62,505)   | (\$116,080)              |
| Aging Unit Director         | 901E                        | 1.00       | \$54,504   | \$101,221                |
|                             | <b>Net Impact (Savings)</b> | <b>0</b>   | <b>(\$8,001)</b>   | <b>(\$14,859)</b>        |

### **Fiscal Impact**

For 2021, the abolishment of the Aging Administrator is anticipated to cover the full cost associated with the creation of the Aging Unit Director and provide personnel savings of \$8,001 in salary and social security costs. The fiscal impact assumes the fill of the Aging Unit Director as of June 1. On an annualized basis, the cost of the Aging Unit Director is \$14,859 less than the Aging Administrator position.

*Shakita LaGrant-McClain*

Shakita LaGrant-McClain, Director  
Department of Health & Human Services

cc: County Executive David Crowley  
Mary Jo Meyers, Chief of Staff  
Supervisor Jason Haas, Chairman, Finance Committee  
Supervisor Eddie Cullen, Chairman, Personnel Committee  
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