

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: August 18, 2023

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

From: Shakita LaGrant McClain, Director, Department of Health and Human Services

Subject: A report from the Director, Department of Health and Human Services, requesting authorization to sign Memorandums of Understanding (MOUs) with Waukesha County Department of Health and Human Services and Ozaukee County Department of Human Services

File Type: Action Report

REQUEST

The Director of the Department of Health and Human Services (DHHS) is requesting authorization to sign a Memorandum of Understanding with Waukesha County Department of Health and Human Services and Ozaukee County Department of Human Services.

POLICY

Per Wisconsin Statutes, the Director of the Department of Health and Human Services is requesting authorization to execute a contract in excess of \$300,000.

Wisconsin State Statutes:		59.52(31)
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BACKGROUND

Milwaukee County's Housing Services currently operates a Home Repair Program. The program provides no interest loans to income-qualified households for rehabilitation work needed on the property. Loans are funded through the U. S. Department of Housing and Urban Development (HUD). Program staff provides project management services for projects. Project management services include creating a scope of work, working with contractors to get bids and overseeing the project while in progress.

Since early 2000s, Milwaukee County Home Repair has partnered with Children, Youth and Family Services (CYFS) to provide project management services for the Children's Long-Term Waiver (CLTS) Program participants. Home Modification requests are submitted to

Home Repair as they are requested. Home modifications may include an accessible bathroom, grab bars, railings, ramps, wheelchair lifts, chair lifts, and other requests as needed.

Milwaukee County Home Repair started partnering with Waukesha County Department of Health and Human Services in 2013 and Ozaukee County Department of Human Services in 2020 to provide project management for home modification requests for their CLTS program participants. A Memorandum of Understanding (MOU) was put in place at that time.

Milwaukee County Home Repair receives an average of 50 to 100 referrals each year from CYFS, Waukesha County and Ozaukee County. Each referral takes between 20-30 hours of project management time. An hourly rate is charged to each County for project management time and is invoiced at the completion of the home modification request. Housing Services currently charges an hourly rate of between \$81.32 to \$100 to offset staff costs related to home modifications. A new flat rate of \$97.61 is being incorporated into the proposed MOUs and reflects staff salary, fringe, mileage, rent, and overhead.

ALIGNMENT TO STRATEGIC PLAN

This request to execute MOUs with Waukesha and Ozaukee Counties aligns to the following objectives in the strategic plan:

- 2A: Determine what, where, and how we deliver services to advance health equity
- 2B: Break down silos across County government to maximize access to and quality of services offered
- 3A: Invest “upstream” to address root causes of health disparities
- 3C: Dismantle barriers to diverse and inclusive communities

Services provided by Housing enables children with disabilities to access their homes more easily and hopefully, improve their quality of life.

FISCAL EFFECT

A fiscal note is attached.

RECOMMENDATION

The Director, Department of Health and Human Services, recommends the Milwaukee County Board of Supervisors grant authorization to sign Memorandums of Understanding (MOUs) with Waukesha County and Ozaukee County for the continued provision of project management services for home modification referrals.

TERMS

The Memorandum of Understanding is effective for five years commencing on January 1, 2024 through December 31, 2029.

VIRTUAL MEETING INVITES

James Mathy, Housing Administrator
Diane Tsounis, Program Manager HOME & CDBG

PREPARED BY:

James Mathy, Housing Administrator, Department of Health and Human Services

APPROVED BY:

Shakita LaGrant-McClain

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

ATTACHMENTS:

N/A

Cc: County Executive David Crowley
Sup. Liz Sumner, Chair, Finance Committee
Sup. Steve Taylor, Chair, Committee on Community, Environment, and Economic Development
Mary Jo Meyers, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County
Steve Cady, Research Director, Comptroller's Office
Lottie Maxwell-Mitchell, Sr Budget and Management Analyst, Strategy, Budget & Performance