



Milwaukee County

County Courthouse
901 N. 9th Street, Rm.
203R
Milwaukee, WI 53233

Meeting Agenda - Final

Finance, Personnel and Audit Committee

*Co-Chairman: Supervisor Willie Johnson, Jr.
and Co-Chairman: Supervisor Theodore Lipscomb, Sr.
Committee Coordinator: Janelle Jensen, 278-4228
Research Analyst: Steve Cady, 278-4347*

Thursday, March 19, 2015

9:00 AM

Room 203R

Public Notice

PLEASE TAKE NOTICE: Members of the Milwaukee County Board of Supervisors who are not members of this committee may attend this meeting to participate or to gather information. Therefore, notice is hereby given that this meeting may constitute a meeting of the County Board of Supervisors and/or a meeting of one or more of the Board's other committees, commissions, or task forces, although no action will be taken at this meeting by the County Board or any of its other committees, commissions, or task forces.

PLEASE NOTE: The Committee usually considers the agenda items in the order listed. However, the Committee reserves the right to consider any item on the agenda in any order or at any time after the start of the meeting.

Call To Order

- 1 [15-90](#) From the Director, Office of Performance, Strategy, and Budget, Department of Administrative Services, providing a due diligence report for a Concessions, Catering, and Novelty Operations Agreement with Service Systems Associates, Inc. **(Considered by the Committees on Parks, Energy, and Environment and Finance, Personnel, and Audit) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

Attachments: [REVISED REPORT](#)

- 2 [15-81](#) **2015 Adopted Budget Amendment 1A017:** From the Director, Milwaukee County Zoo, requesting authorization to execute a Concessions, Catering, and Novelty Operations Agreement with Service Systems Associates, Inc., for a ten-year term with possible five-year extensions pending Milwaukee County Board approval. **(Referred to the Committee on Finance, Personnel, and Audit and referred to the Committee on Parks, Energy, and Environment FOR INFORMATIONAL PURPOSES ONLY)**

Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)
[SSA AGREEMENT](#)
[CB Resolution \(PE&E RPOF\)](#)
[Audio CB 02/05/15](#)

- 3 [15-167](#) From the Office of the Sheriff, requesting authorization to apply for and accept a Wisconsin Department of Transportation grant in the amount of \$507,853.76 for Traffic Mitigation and Emergency Response during the Zoo Interchange Rebuilding/Reconstruction Project for the approximate period from January 1, 2015, to December 31, 2015. **(Referred to the Committees on Judiciary, Safety, and General Services and Finance, Personnel, and Audit)**

Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)

- 4 [15-165](#) From the Director, Department of Transportation, requesting authorization to execute a Professional Services Contract with AECOM Technical Services Incorporated, in an amount not to exceed \$329,000 to complete the next step of the Highway Billing System Replacement Project. **(Referred to the Committees on Transportation, Public Works, and Transit and Finance, Personnel, and Audit)**

Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)

- 5 [15-148](#) From the Director, Department of Transportation, and the Interim Airport Director, providing the second semi-annual informational report regarding the status of authorized Airport Capital Improvement Projects through December 31, 2014. **(Considered by the Committees on Transportation, Public Works, and Transit and Finance, Personnel, and Audit) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [REPORT](#)
[SPREADSHEET](#)
- 6 [15-168](#) From the Milwaukee County Treasurer, providing the 2014 Annual Report on Public Funds. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [REPORT](#)
[PUBLIC FUNDS LIST](#)
- 7 [15-146](#) From the Milwaukee County Comptroller, providing the bi-annual review of Trust and Agency Funds and requesting authorization to close three accounts for which the purpose no longer exists.
Attachments: [REPORT](#)
[TRUST AND AGENCY FUND SCHEDULE](#)
[RESOLUTION](#)
[CORRECTED FISCAL NOTE](#)
- 8 [15-235](#) From the Milwaukee County Comptroller, submitting an informational report providing an update on the 2014 Year-End Fiscal Projection for Milwaukee County (December 2014). **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [REPORT](#)
- 9 [15-236](#) From the Milwaukee County Comptroller, submitting an informational report providing an update on the 2015 Year-End Fiscal Projection for Milwaukee County (January 2015). **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [REPORT](#)

- 10 [15-198](#) From the Deputy Director, Department of Human Resources, providing an informational report relative to Reclassification of Existing positions, Advancements within the Pay Range, Reallocations of Non-Represented positions; Appointments at an Advanced Step of the Pay Range; Revisions to Executive Compensation Plan positions; Dual Employment; Emergency Appointments; Temporary Appointments; and Temporary Assignments to a Higher Classification.
**(Recommendations to be implemented unless Supervisor(s) object)
(02/27/15: Objection Filed)**
Attachments: [REPORT](#)
[OBJECTION LETTER \(Corrected\)](#)
- 11 [15-238](#) An informational report regarding the Department of Human Resource's proposal to eliminate pay grades and pay steps and implement new broad pay ranges, and providing information regarding new pay ranges for unclassified positions. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [REPORT](#)
[RECLASSIFICATIONS PREVIOUSLY SUBMITTED](#)
[NEW PAY RANGE SUMMARY](#)
[PROPOSED PAY STRUCTURE](#)
[FISCAL NOTE](#)
[CO-CHAIR REQUEST](#)
[NEW PAY RANGE SUMMARY - UNCLASSIFIED](#)
- 12 [14-948](#) From the Chief Human Resources Officer, Department of Human Resources, requesting authorization to amend Section 17.10 of the Milwaukee County Code of General Ordinances as it pertains to merit step increases to make it consistent with the provisions of the 2015 Adopted Budget and with future adopted budgets.
Attachments: [REVISED REPORT](#)
[RESOLUTION/ORDINANCE](#)
[FISCAL NOTE](#)

- 13 [15-95](#) From the Director, Department on Aging, requesting authorization to create one Dementia Care Specialist position (title code to be determined, pay range 29M) in the Department on Aging. **(Referred to the Committee on Finance, Personnel, and Audit, Department of Administrative Services, and Human Resources)**

Attachments: [DEPARTMENTAL REQUEST](#)
[JOB EVALUTION QUESTIONNAIRE](#)
[HR REPORT](#)
[DAS REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)

- 14 [15-197](#) From the Director, Department on Aging, requesting authorization to increase 2014 Program and Service Contracts with Goodwill Industries of Southeastern Wisconsin by \$50,000, from \$995,603 to \$1,045,603, to provide case management and delivery services for home delivered meals; with Transit Express, Inc., by \$74,189 from \$1,373,275 to \$1,447,464, to provide specialized elderly transportation services; and with United Community Center, Inc., by \$37,000, from \$373,189 to \$410,189 to provide programs. **(Referred to the Committees on Health and Human Needs and Finance, Personnel, and Audit)**

Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)
[GOODWILL CONTRACT AMENDMENT](#)
[TRANSIT EXPRESS CONTRACT AMENDMENT](#)
[UNITED COMMUNITY CENTER CONTRACT AMENDMENT](#)

- 15 [15-145](#) From the Director, Department of Health and Human Services, requesting authorization to create one Community Intervention Specialist - Temporary Assistance for Needy Families (title code 000080 pay range 24) position in the Specialized Needs strategic program area within the Housing Division. **(Referred to the Committee on Finance, Personnel, and Audit, Department of Administrative Services, and Human Resources)**

Attachments: [DEPARTMENTAL REQUEST](#)
[HR REPORT](#)
[DAS REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)

- 16 [15-75](#) From the Director, Department of Health and Human Services, requesting authorization to enter into a State/County contract for Community Youth and Family Aids for 2015 and to accept \$36,014,748 for State Corrections Charges and Community Based Services. **(Referred to the Committees on Health and Human Needs and Finance, Personnel, and Audit; 1/29/15 FPA: Laid Over for One Meeting)**
Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)
[STATE FUNDING vs ADOPTED BUDGET](#)
[Audio FPA 01/29/15](#)
- 17 [15-147](#) From the Director, Department of Health and Human Services (DHHS), requesting authorization to increase the 2015 Purchase of Service Contract with IMPACT, Inc., by \$50,000, from \$380,000 to \$430,000, for Coordinated Entry for the Homeless program services within the Management Services Division, DHHS, for the period effective January 1, 2015, through December 31, 2015. **(Referred to the Committees on Health and Human Needs and Finance, Personnel, and Audit)**
Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)
- 18 [15-174](#) From the Director, Department of Health and Human Services, requesting authorization to increase the 2015 Purchase of Service Contract with Wisconsin Community Services by an amount not to exceed \$189,180, from \$172,000 to an amount up to \$361,180, to meet increased need in the Alternative Sanction Program for the period effective January 1, 2015, through December 31, 2015. **(Referred to the Committees on Health and Human Needs and Finance, Personnel, and Audit)**
Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)

- 19 [15-176](#) From the Director, Department of Health and Human Services, requesting authorization for the Housing Division to execute a 2015 Purchase of Service Contract with Guest House of Milwaukee, Inc., in an amount up to \$390,385 to administer the Milwaukee County Safe Haven Program for homeless adults for the period retroactive to October 1, 2014, through September 30, 2015. **(Referred to the Committees on Health and Human Needs and Finance, Personnel, and Audit)**
Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)
- 20 [15-178](#) From the Director, Department of Parks, Recreation, and Culture (DPRC), requesting an extension of the Temporary Assignment to a Higher Classification for Mr. Kenneth Keffer who is currently serving as a Parks Naturalist within the DPRC until August 1, 2015, or until the incumbent returns to his position, whichever occurs first.
Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)
- 21 [15-156](#) From the Director, Department of Administrative Services, requesting authorization to execute a Professional Service Agreement with Schmidt Building Company, LLC, in an amount not-to-exceed \$1,000,000 to provide professional construction management services for 2014 Adopted Capital Project WA185 - General Mitchell International Airport MKE Surveillance Upgrade. **(Referred to the Committees on Transportation, Public Works, and Transit and Finance, Personnel, and Audit)**
Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)
[PROPOSAL](#)
- 22 [15-159](#) From the Director, Department of Administrative Services, requesting authorization to have the County Conservationist apply for and accept Wisconsin Department of Agriculture, Trade, and Consumer Protection support grants for fiscal year 2016 and annually thereafter. **(Referred to the Committees on Parks, Energy, and Environment and Finance, Personnel, and Audit)**
Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)

- 23 [15-163](#) From the Director, Architecture, Engineering, and Environmental Services Section, Facilities Management Division, Department of Administrative Services, requesting approval of the Facilities Management Division Staffing and Consultant Use Plan for 2015 Adopted Capital Projects. **(Referred to the Committees on Transportation, Public Works, and Transit and Finance, Personnel, and Audit)**

Attachments: [REPORT](#)
[RESOLUTION](#)
[FISCAL NOTE](#)
[MCCGO CHAPTER 56 EXCERPTS](#)
[STAFFING PLAN](#)

PASSIVE REVIEW: ITEMS 24, 25 & 26

Act 14 provides for a 14-day review period by the Finance, Personnel, and Audit (FPA) Committee for all contracts between \$100,000-\$299,999.99.

The contract may only take effect upon one of the following:

The 14-day review period has passed with no action by the County Board.

The FPA Committee reviewed the item and placed it on file within the 14-day review period.

The FPA Committee reviewed the item and voted to reject it within the 14-day review period, but the County Board later reviewed the item and voted to approve it.

- 24 [15-160](#) From the Director, Architecture, Engineering, and Environmental Services Section, Facilities Management Division, Department of Administrative Services, providing a passive review informational report regarding a Professional Services Agreement with La Dallman Architects, Inc., in the amount of \$292,500 to provide professional design services for 2015 Adopted Capital Project WO116 - Marcus Center Vogel Hall Renovations. **(PASSIVE REVIEW, INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

Attachments: [REPORT](#)
[WO116 APPROVAL](#)
[EXECUTED CONTRACT](#)

- 25 [15-161](#) From the Director, Architecture, Engineering, and Environmental Services Section, Facilities Management Division, Department of Administrative Services, providing a passive review informational report regarding a Professional Services Agreement with Continuum Architects and Planners, S.C., in the amount of \$142,239 to provide professional design services for 2015 Adopted Capital Project WA193 - General Mitchell International Airport Gates D54 & D55 Improvements. **(PASSIVE REVIEW, INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [REPORT](#)
[WA193 APPROVAL](#)
[EXECUTED CONTRACT](#)
- 26 [15-225](#) From the Milwaukee County Automated Mapping and Land Information System Project Manager, Economic Development Division, Department of Administrative Services, providing a passive review informational report regarding an agreement with the Southeastern Wisconsin Regional Planning Commission to provide quality control and payment services to the County with respect to its Orthophotography contract authorized by File No. 14-926. **(PASSIVE REVIEW, INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [REPORT](#)
[AGREEMENT](#)
- 27 [15-240](#) **2015 Adopted Budget Amendment 1A015:** An informational report regarding Information Management Services Division - Department of Administrative Service's administrative process to be implemented relative to commodities, updated maintenance agreements, and software license renewals. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
- 28 [15-237](#) A resolution authorizing and directing the Audit Services Division, Office of the Comptroller, to conduct a follow-up audit to the 2010 audit titled "System Changes Are Needed to Help Ensure Patient and Staff Safety at the Milwaukee County Behavioral Health Division." **(Referred to the Committees on Health and Human Needs and Finance, Personnel, and Audit)**
Sponsors: Romo West, Mayo and Sr.
Attachments: [RESOLUTION](#)
[FISCAL NOTE](#)

- 29 [15-194](#) From the Director of Audits, Office of the Comptroller, providing an informational audit report titled “2014 Annual Report - Audit Hotline and Audit Activity Related to Fraud, Waste, and Abuse.”
(INFORMATIONALLY ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)
Attachments: [REPORT](#)
- 30 [15-171](#) From the Director of Audits, Office of the Comptroller, requesting authorization to create Section 34.095 of the Milwaukee County Code of General Ordinances to strengthen Milwaukee County’s investigations concerning fraud, waste, and abuse.
Attachments: [REPORT](#)
[REVISED RESOLUTION/ORDINANCE](#)
[FISCAL NOTE](#)
- 31 [15-169](#) From the Director of Audits, Office of the Comptroller, providing an informational status update summarizing the progress made toward implementation of the recommendations contained in the audit report titled “Audit of Milwaukee County Workforce Diversity.” **(Considered by the Committees on Transportation, Public Works, and Transit and Finance, Personnel, and Audit) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [MEMO](#)
[STATUS REPORT](#)
- 32 [15-186](#) From the Director of Audits, Office of the Comptroller, providing an informational status update on three of the four recommendations contained in the audit report titled “The Office of the Sheriff Does a Good Job of Safeguarding Inmate Property; Controls for Disposal of Unclaimed Property Should be Strengthened.” **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [MEMO](#)
[STATUS REPORT](#)
- 33 [15-195](#) From the Director of Audits, Office of the Comptroller, providing an informational status update on the implementation of the recommendations contained in the audit report titled “2013 Countywide Audit Report Packet.” **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [MEMO](#)
[BAKER TILLY RECOMMENDATIONS](#)

- 34 [15-192](#) From the Director, Office of Performance, Strategy, and Budget, Department of Administrative Services, submitting a 2014 Appropriation Transfer Packet for the March 2015 Cycle.
Attachments: [REVISED DRAFT PACEKET \(03/16/15\)](#)
- 35 [15-193](#) From the Director, Office of Performance, Strategy, and Budget, Department of Administrative Services, submitting a 2015 Appropriation Transfer Packet for the March 2015 Cycle.
Attachments: [DRAFT PACKET REVISED \(03/10/15\)](#)
- 36 [15-141](#) From Corporation Counsel, providing an informational report regarding Civil Service Rule VIII which was revised by the Civil Service Commission at its meeting of October 1, 2014. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [REPORT](#)
- 37 [15-244](#) A resolution/ordinance creating Section 1.17(d) of the Milwaukee County Code of General Ordinances relative to New Civil Service Rules.
Sponsors: Lipscomb Sr.
Attachments: [RESOLUTION/ORDINANCE](#)
[FISCAL NOTE](#)

CLOSED SESSION: ITEM 38

The Committee may adjourn into closed session under the provisions of Wisconsin Statutes, Section 19.85(1)(g), for the purpose of the Committee receiving oral or written advice from legal counsel concerning strategy to be adopted with respect to pending or possible litigation with regard to the following matter(s). At the conclusion of the closed session, the Committee may reconvene in open session to take whatever actions it may deem necessary.

- 38 [15-8](#) From Corporation Counsel, submitting an informational monthly report providing an update on the Status of Pending Litigation. **(Considered by the Committees on Judiciary, Safety, and General Services and Finance, Personnel, and Audit) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**
Attachments: [MARCH REPORT](#)

Adjournment

Deadline for the next meeting:

The next regular meeting for the Committee on Finance, Personnel, and Audit is Thursday, April 16, 2015. All items must be in the Committee Coordinator's possession by the end of the business day on Friday, March 27, 2015.

ADA accommodation requests:

ADA accommodation requests should be filed with the Milwaukee County Office for Persons with Disabilities, 278-3932 (voice) or 711 (TRS), upon receipt of this notice.