



Department of Human Resources

INTER-OFFICE COMMUNICATION

Date: January 17, 2024

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

From: Margo Franklin, Chief Human Resources Officer, Department of Human Resources

Subject: From the Chief Human Resources Officer, Department of Human Resources, requesting passive review authorization to execute an amendment to a professional services contract with Newport Group Inc. to increase the amount from \$154,100 to \$229,100 and extend the contract through 2024 for compensation consulting services

File Type: Passive Review Contract

REQUEST

The Department of Human Resources (DHR) is requesting authorization to execute an amendment to a purchase of service contract with Newport Group, Inc. to increase funding from \$154,100 to \$229,100 for compensation consulting services for the County-wide Compensation Transformation Project and extend the contract through 2024.

POLICY

Per Wisconsin Statutes, the Chief Human Resources Officer, Department of Human Resources is requesting authorization to execute these amendments to the purchase of service contract.

Wisconsin State Statutes:	59.52(31)
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BACKGROUND

The Department of Human Resources (DHR) Division of Compensation has been working on the Compensation Transformation Project exclusively with the Newport Group since 2019. The project aims to develop and implement a simplified compensation philosophy and structure for all non-represented positions within Milwaukee County. The comprehensive compensation strategy will align with the County's vision related to health and racial equity and support market competitiveness. DHR and The Newport Group completed Phase One of this work. Currently, Phase Two, consisting of consolidating the County's compensation structure to ensure job placement in the ranges is externally competitive, is underway and ongoing.

The Newport Group has extensive experience in compensation consulting and knowledge of pay in government entities, which allows to efficiently perform this work. They bring distinct advantages to handling Milwaukee County's professional service needs:

- They bring decades of consulting experience and has worked with the County since 2019;
- They are committed to understanding the County's organizational needs, challenges and priorities;
- They possess the qualifications, relevant experience and the dedicated compensation consulting team to deliver services that meet expectations, and;
- They are focused on providing top quality services and analysis that remain affordable and stay within budget.

DHR and The Newport Group have established a trusting working relationship to continue to move the transformation work forward. The Newport Group has begun gathering data and information on all County jobs and has begun the process of job analysis and external benchmarking. Currently, we are in the middle of this work, and will need The Newport Group to bring this project to the finish line.

RECOMMENDATION

It is recommended that the Milwaukee County Board of Supervisors authorize the Chief Human Resources Officer, Department of Human Resources, to execute under passive review, the amendment to the purchase of service contract to increase the contract by \$75,000 with The Newport Group Inc. for the time period and services identified above.

ALIGNMENT TO STRATEGIC PLAN

This request aligns with Milwaukee County's goals 1A (Reflecting the full diversity of the County at every level of County government) & 1B (Create and nurture an inclusive culture across the County Government). Without a fair equitable pay structure, Milwaukee County will have challenges recruiting and retaining talent.

FISCAL EFFECT

This request has no tax levy impact as the funds were allocated to DHR in the adopted 2024 budget.

TERMS

The term of the Newport Group Inc. contract amendment is January 1, 2024, through December 31, 2024.

VIRTUAL MEETING INVITES

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PREPARED BY:

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

APPROVED BY:

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

ATTACHMENTS:

Fiscal Note
Contract Amendment

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk
Mary Jo Meyers, Chief of Staff, Milwaukee County Executive's Office
Joe Lamers, Director, Strategy, Performance & Budget
Supervisor Liz Sumner, Chair, Finance Committee
Finance Committee Members
Steve Cady, Research & Policy Director, Office of the Comptroller
Tracy Castillo, Associate Accountant, DAS - Central Business Office
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