

COUNTY OF MILWAUKEE

INTEROFFICE COMMUNICATION

DATE: September 23, 2016

TO: Theodore Lipscomb, Sr., Chairman, and Milwaukee County Board of Supervisors
Kerry Mitchell, Director, Department of Human Resources

FROM: Nate Holton, Deputy Chief of Staff, Office of the County Executive

SUBJECT: From the Deputy Chief of Staff, Office of the County Executive, requesting authorization to create one Community Engagement Coordinator fulltime equivalent (FTE) position in the Office on African American Affairs

Issue

The Deputy Chief of Staff, Office of the County Executive, is requesting authorization to create one Full-Time Equivalent (FTE) position of Community Engagement Coordinator in the Office on African American Affairs (OAAA).

Background

Through its staffing and structure, the Office is seeking to coordinate a collaborative approach to fulfilling its mission of recognizing and resolving the County's racial inequities. At its core, this entails coordinating with County Departments internally and with community stakeholders externally in the planning, managing, funding, and supporting of collaborative approaches to reducing racial inequities in Milwaukee County.

The requested position will complement the work of the OAAA Director, who provides strategic leadership to the Office, and the OAAA Development Specialist, who collaborates with internal and external partners to seek out funding for efforts that advance the work of the Office.

The Community Engagement Coordinator will be responsible for coordinating community interaction regarding the Office's work. This includes coordinating and maintaining effective community input into the direction of the Office, keeping the community well informed on the work of the Office, and interfacing with community organizations throughout Milwaukee.

Recommendation

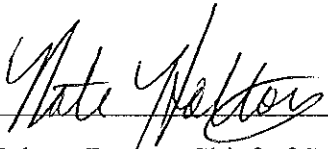
With this position in place, the Office on African American Affairs will be better equipped to lead, fund, and manage community-driven efforts to address racial inequities in Milwaukee County. For this reason, it is recommended that the County authorize the creation of the following position:

| Position Description | Pay Range | FTE | 2016 Fiscal Impact | Annual Impact |
|----------------------------------|-----------|------|---|---------------|
| Create | | | | |
| Community Engagement Coordinator | 26M | 1.00 | \$9,504 (salary & SS) \$3,378 (health & pension) | \$77,290 |
| Total | | 1.00 | \$12,882 | \$77,290 |

Fiscal Impact

There is no tax levy impact associated with approval of this request. These positions would be funded by revenue that has already been allocated to the Office on African American Affairs. The fiscal impact assumes placement at the first step as of November 1, 2016.

Respectfully Submitted:



Nate Holton, Deputy Chief of Staff
Office of the County Executive

cc: County Executive Chris Abele
Raisa Koltun, County Executive's Office
Kelly Bablitch, County Board
Teig Whaley-Smith, Director, DAS
Steve Kreklow, Director, Office of Performance, Strategy & Budget
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