



INTER-OFFICE COMMUNICATION

DATE: June 21, 2018

TO: Theo Lipscomb, Sr., Chairman, Board of Supervisors

FROM: Nicole M. Brookshire, Executive Director, Office on African American Affairs

SUBJECT: Resolution Requesting that Out-of-County Travel Moratorium Be Lifted

REQUEST

We respectfully request that the County Board adopt the attached resolution lifting the moratorium on out-of-County travel for Office on African American Affairs (OAAA), as OAAA has complied with and satisfied the 2018 budget requirement of a 0.75 percent expenditure reduction.

BACKGROUND

Earlier this year, the Milwaukee County Board of Supervisors placed a moratorium on out-of-County travel for all County departments in order to meet the 0.75 percent expenditure reduction. That resolution also provided that the moratorium would be lifted for County departments that provided to the County Board a report identifying the 0.75 percent expenditure reduction in a manner that does not result in direct service cuts.

OAAA has complied with the moratorium and has not engaged in out-of-County travel that did not meet other exceptions, as outlined by the Comptroller, specifically, travel funded under grants and travel related to job duties. Additionally, in the 2018 travel plan submitted to the Comptroller, all anticipated out-of-County travel falls under those two exceptions. OAAA, is, however, seeking a lift of the moratorium on out-of-County travel for the department, should travel be subsequently identified that is necessary to meet the need and responsibilities of the department.

To satisfy the \$4,790 expenditure reduction (0.75 percent of OAAA's 2018 budget), OAAA will take \$4,790 from object 7999, which is Sundry Materials & Supplies.

Your consideration and agreement with this request will be greatly appreciated.

Nicole Brookshire
Executive Director, Office on African American Affairs