

**COUNTY OF MILWAUKEE**  
**Inter-Office Communication**

Date: December 18, 2023

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

From: P. Douglas Kelley, M.D., Deputy Chief Medical Examiner

Subject: Request to extend Temporary Assignment to Higher Classification (TAHC)

**Policy Issue**

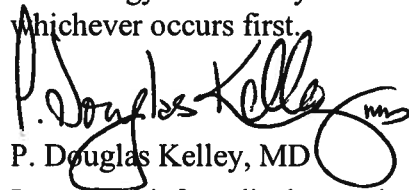
Chapter 17.085 of the Milwaukee County Code of General Ordinances requires that the Milwaukee County Board of Supervisors approve any extension beyond the first 180 days of a temporary assignment.

**Background**

Greg Wallace has been serving in the interim role of Toxicology Manager since August 26, 2023. This position is critical to ensuring the operations of the Medical Examiner's Forensic Toxicology Laboratory are maintained and is vital to the continued accreditation of the Medical Examiner's Office, and the laboratory. The Medical Examiner's Office has recently abolished the Toxicology Manager position and recreated it as the Forensic Toxicology Laboratory Director. Recruitment for this new position is in the beginning stages.

**Recommendation**

The Medical Examiner's Office recommends approval of the extension of Greg Wallace's Temporary Assignment to a Higher Classification (TAHC) to the position of Forensic Toxicology Laboratory Director until May 28, 2024, or until the position is permanently filled, whichever occurs first.



P. Douglas Kelley, MD  
Deputy Chief Medical Examiner

Cc: David Crowley, County Executive  
Mary Jo Meyers, Chief of Staff, Office of the County Executive  
Kelly Bablitch, Chief of Staff, County Board  
Genera Baez, Director, HR Operations-Talent Acquisition-Learning and Development