

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: April 1, 2022

To: Marcelia Nicholson, Chairwoman, County Board of Supervisors

From: Joseph Lamers, Director, Office of Strategy, Budget and Performance

Subject: Department of Health and Human Services requests to create 1.0 FTE Senior Accountant Pay Grade 28M.

File Type: Action Report

REQUEST

The Director of the Department of Health and Human Services (DHHS) is requesting authorization to create 1.0 (FTE) position of Senior Accountant, Pay Grade 28M.

POLICY

Milwaukee County Code of General Ordinances:	MCGO 17.28
Specific Adopted Budget:	2022 Adopted Budget

BACKGROUND

Over the last few years, DHHS has received about \$120 million in state and federal funding in response to the COVID-19 pandemic. In partnership with numerous providers, DHHS is utilizing this funding to deliver critical services in the community. The Emergency Rental Assistance (ERA) Program and American Rescue Plan Act (ARPA) fund the majority these services.

For the past year, DHHS has been relying on internal fiscal staff and the assistance of the Comptroller's Office and the Department of Administrative Services-Grants and Special Projects to meet its reporting and accounting responsibilities. The additional grant awards, particularly for ERA and ARPA, necessitate a dedicated staff person. For this reason, DHHS is requesting the creation of 1 FTE Senior Accountant to support all of these activities. This position is essential to fully claiming out expenses and ensuring adherence to reporting requirements. This position was not included in the 2022 Adopted Budget because at the time the budget was being considered, DHHS did not anticipate the award of additional grants.

Once the grants sunset, DHHS will need to determine if its existing budget can continue to support the position.

ALIGNMENT TO STRATEGIC PLAN

Describe how the item aligns to the objectives in the [strategic plan](#):

- 1A: Reflect the full diversity of the County at every level of County government
- 1B: Create and nurture an inclusive culture across County government
- 1C: Increase the number of County contracts awarded to minority and women-owned businesses
- 2A: Determine what, where, and how we deliver services to advance health equity
- 2B: Break down silos across County government to maximize access to and quality of services offered
- 2C: Apply a racial equity lens to all decisions
- 3A: Invest “upstream” to address root causes of health disparities
- 3B: Enhance the County’s fiscal health and sustainability
- 3C: Dismantle barriers to diverse and inclusive communities

Not applicable in this situation. Please refer to department memo for how this position aligns with the strategic plan.

FISCAL EFFECT

There is no direct cost impact in 2022 to create 1.0 FTE Senior Accountant position as additional expenditures are offset by administrative revenue attached to the ARPA and ERA programs.

POSITION INFORMATION

<u>Action</u>	<u>Title</u>	<u>Pay Range</u>	<u>Annual Salary Range</u>
Create	Senior Accountant	28M	\$61,828 - \$71,833

PREPARED BY:

Pam Matthews
Budget and Management Analyst

JOSEPH LAMERS

Joseph Lamers, Director
Office of Strategy, Budget and Performance