

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: February 3, 2022

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

From: Chantell Jewell, Superintendent, Milwaukee County House of Correction (HOC)

Subject: HOC requests to create 1.0 FTE Family Visit Security Officer in Pay Grade 14Z1

File Type: Action Report

REQUEST

The Superintendent, Milwaukee County House of Correction, is requesting authorization to create one permanent full-time equivalent (FTE) position of Family Visit Security Officer in pay grade 14Z1.

POLICY

Wisconsin State Statutes:	Wis Stats 59.17
Milwaukee County Code of General Ordinances:	MCGO 17.05(1)
Specific Adopted Budget:	2022 Adopted Budget
County Board Resolution	File No. 22-102

BACKGROUND

On December 21, 2020 the United States Department of Justice (U.S. DOJ) posted for a grant opportunity entitled 2021 OJJDP FY 2021 Second Chance Act Addressing the Needs of Incarcerated Parents and Their Minor Children (Grant). On March 5, 2021 the HOC submitted an application titled Milwaukee House of Correction FAM Services. On November 4, 2021 the HOC was awarded the grant for a total of \$744,565 over three years. Please see file No. 22-102. Part of this grant the HOC will be reimbursed for two positions one of those positions is a Family Visit Security Officer. The Family Visit Security Officer will maintain a safe and secure environment for parents and children to visit and engage in family strengthening activities. Will co-facilitate healthy relationship and parenting education classes.

RECOMMENDATION

The Superintendent, Milwaukee County House of Correction, is recommending the creation of one permanent FTE position of Family Visit Security Officer in pay grade 14Z1.

FISCAL EFFECT

Assuming that the position will be hired at step 1 of the pay range and hired by June 13, 2022. The fiscal effect for 2022 is estimated to be \$24,915 which will be fully covered by the grant.

POSITION INFORMATION

<u>Action</u>	<u>Title</u>	<u>Pay Range</u>	<u>Annual Salary Range</u>
Create	Family Visit Security Officer	14Z1	\$43,409-\$49,865

PREPARED BY:

Michael Bickerstaff
Public Safety Fiscal Administrator

Chantell Jewell 2/3/2022

Chantell Jewell, Superintendent
Milwaukee County House of Correction

cc: County Executive David Crowley
Mary Jo Meyers, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Margo Franklin, Director, Human Resources
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