

COUNTY OF MILWAUKEE  
Inter-Office Communication

Date: August 4, 2025

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

From: Amy Turim, Deputy Director, Department of Administrative Services, on behalf of Adam Abelson, Director, Risk Management

Subject: Department of Administrative Services - Risk Management requests to abolish 1.0 FTE Safety Program Manager DOT, pay grade 35M and create 1.0 FTE Senior Safety Specialist, pay grade NR25

File Type: Action Report

**REQUEST**

Abolish one (1) FTE Safety Program Manager DOT and create one (1) FTE Senior Safety Specialist in the Department of Administrative Services - Risk Management.

**POLICY**

|  |                     |
|--|---------------------|
| Wisconsin State Statutes:                    | Wis Stats 59.17     |
| Milwaukee County Code of General Ordinances: | MCGO 17.05(1)       |
| Specific Adopted Budget:                     | 2025 Adopted Budget |

**BACKGROUND**

The incumbent has recently retired. As a result, Risk Management has reevaluated the position requirements and submitted a revised JEQ to the Department of Human Resources. This abolish/create action will create a better career advancement structure within the Risk Management division and will also allow the newly created position of Senior Safety Specialist to be assigned to any appropriate worksite throughout Milwaukee County, providing greater flexibility to meet business needs. In contrast, the position to be abolished was required to work only at DOT and meet qualifications for the same.

**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
- 2B: Break down silos across County government, maximizing quality services
- 3B: Enhance the County’s fiscal health and sustainability

By abolishing the Safety Program Manager DOT and creating the Senior Safety

Specialist, Risk Management will be able to recruit more inclusively for this position, allowing for recruitment outside of those interested in working only at DOT. Additionally, this position change action has created a position in a lower salary range, which may result in a reduction in salary costs, addressing the fiscal health and sustainability of Milwaukee County.

### **FISCAL EFFECT**

It is anticipated the newly created Senior Safety Specialist will be hired mid to late October of 2025. The salary savings per year based on the midpoint of the salary range is approximately \$14,543, excluding social security.

### **POSITION INFORMATION**

| <u>Action</u> | <u>Title</u>               | <u>Pay Range</u> | <u>Annual Salary Range – 2088 Hours</u> |
|---------------|----------------------------|------------------|---|
| Abolish       | Safety Program Manager DOT | 35M              | \$88,740.00 - \$105,757.00              |
| Create        | Senior Safety Specialist   | NR25             | \$66,168.72 - \$99,242.64               |

### **VIRTUAL MEETING INVITES**

Adam Abelson, Department of Administrative Services – Risk Management Director

### **PREPARED BY:**

Amy McKinney, Department of Administrative Services – Central Business Office Director

### **APPROVED BY:**

Aaron Hertzberg, Department of Administrative Services, Executive Director



Amy Turim, Department of Administrative Services, Deputy Director

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors  
 Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk  
 Aaron Hertzberg, Executive Director, Department of Administrative Services  
 Amy Turim, Deputy Director, Department of Administrative Services  
 Amy McKinney, Director, Department of Administrative Services, Central Business Office  
 Joseph Lamers, Director, Office of Strategy, Budget and Performance  
 Lindsey Peterson, Operating Budget Manager, Office of Strategy, Budget and Performance  
 Adam Abelson, Director, Department of Administrative Services – Risk Management