

**MILWAUKEE COUNTY FISCAL NOTE FORM****DATE:** January 20, 2022Original Fiscal Note Substitute Fiscal Note **SUBJECT:** Request to create 1.0 FTE ADRC Professional – Information and Assistance (I&A) in Aging and Disability Services within the Department of Health and Human Services.**FISCAL EFFECT:**

- No Direct County Fiscal Impact
- Existing Staff Time Required
- Increase Operating Expenditures  
(If checked, check one of two boxes below)
- Absorbed Within Agency's Budget
- Not Absorbed Within Agency's Budget
- Decrease Operating Expenditures
- Increase Operating Revenues
- Decrease Operating Revenues
- Increase Capital Expenditures
- Decrease Capital Expenditures
- Increase Capital Revenues
- Decrease Capital Revenues
- Use of contingent funds

*Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	36,998	\$50,629
	Revenue	36,998	\$50,629
	Net Cost	\$0	\$0
<b>Capital Improvement Budget</b>	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

## DESCRIPTION OF FISCAL EFFECT

**In the space below, you must provide the following information. Attach additional pages if necessary.**

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. <sup>1</sup> If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.
  - A. The Department of Health and Human Services (DHHS) is requesting to create 1.0 FTE ADRC Professional – Information and Assistance (I&A) position within the Aging and Disability Resource Center (ADRC) to decrease wait times that have increased due to increasing call volume and additional state requirements.
  - B. The 1.0 FTE ADRC Professional – I/A position would be at pay grade 16Z4 with a current pay range of \$43,311 - \$59,495 for salary (\$46,624 - \$64,046 with salary and social security). The DHHS expects to fill the position in pay period 8 when pay ranges will increase by 2%. The direct cost (salary and social security) impact in 2022 includes actual expenditures of \$36,998 for 1.0 FTE ADRC Professional – I/A position (if filled at step 4), offset by increased program revenue.
  - C. There is no direct cost impact in 2022 to create 1.0 FTE ADRC Professional – I/A position. All additional expenditures are offset by increased state revenue.
  - D. Assumptions include: Filling the 1.0 FTE in pay period 8, Step 4 (12 steps in range). Assumption also includes a 2% increase in the salary range beginning in pay period 8.

Department/Prepared By     Pam Matthews, SBP    

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<sup>1</sup> If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

<sup>2</sup> Community Business Development Partners' review is required on all professional service and public work construction contracts.

Authorized Signature JOSEPH LAMERS

Did SBP-Fiscal Staff Review?

Yes

No

Did CBDP Review?<sup>2</sup>

Yes

No

Not Required