



Milwaukee County
Department of Human Resources
INTER-OFFICE COMMUNICATION

22-408

Date: February 18th, 2022

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

From: Dean Legler, Director of Compensation/HRIS, Department of Human Resources

Subject: From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, ADRC Professional Information and Assistance (I&A) position (pay grade 16Z4) in the Milwaukee County Department of Health and Human Services.

File Type: Action Report

REQUEST

A review of the duties to be assigned to the new position requested by the department resulted in the following recommendation:

Recommended Title	ADRC Professional Information and Assistance (I&A)
High Org. - Department	800 – Department of Health and Human Services
Low Org. - Division	8361 – Resource Center
Number of Positions	1
Pay Grade	16Z4
Step 01 (Annual)	\$43,326.40
Step 02 (Annual)	\$43,596.80
Step 03 (Annual)	\$44,824.00
Step 04 (Annual)	\$46,113.60
Step 05 (Annual)	\$47,902.40
Step 06 (Annual)	\$49,816.00
Step 07 (Annual)	\$51,854.40
Step 08 (Annual)	\$53,539.20
Step 09 (Annual)	\$55,307.20
Step 10 (Annual)	\$57,387.20
Step 11 (Annual)	\$58,468.80
Step 12 (Annual)	\$59,508.80

POLICY

Milwaukee County Code of General Ordinances:	17.05 (1)
--	---------------------------

BACKGROUND

The Department of Human Resources is responsible for assessing the duties associated with the position and providing a job title and compensation recommendation to the Committee on Personnel. The request to create the position is being reviewed separately by the Committee on Finance as part of File No. 22-319. This process is in accordance with Chapter 17.05 (1) of the Milwaukee County General Ordinances.

Related File No's:	22-319
Associated File No's (Including Transfer Packets):	
Previous Action Date(s):	

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

FISCAL EFFECT

The Department of Human Resources requests the approval of the classification recommendation. The Department of Human Resources is responsible for assessing the duties associated with the position and providing a job title and compensation recommendation.

TERMS

VIRTUAL MEETING INVITES

Margo.Franklin@milwaukeecountywi.gov

Dean.Legler@milwaukeecountywi.gov

Shakita.LaGrant@milwaukeecountywi.gov

PREPARED BY:

Dean Legler, Director of Compensation/HRIS, Department of Human Resources

APPROVED BY:

Margo Franklin, Chief Human Resources Officer, Department of Human Resources

ATTACHMENTS:

Resolution

Fiscal Note

cc: David Crowley, County Executive
Mary Jo Meyers, Chief of Staff, Milwaukee County Executive's Office
Margo Franklin, Chief Human Resources Officer, Department of Human Resources
Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk
Shakita LaGrant, Director, Department of Health and Human Services
Lisa Ruiz Garcia, HR Manager, Department of Human Resources
Peggy Schneider, HR Business Partner, Department of Human Resources