

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: November 7, 2022

To: Marcelia Nicholson, Chairperson, County Board of Supervisors

From: Donna Brown-Martin, Director, Department of Transportation
Brian Dranzik, Director, Department of Transportation's Airport Division

Subject: Extension for a Temporary Assignment to a Higher Classification (TAHC) for Jennifer Rittberg, Accounting Supervisor, Department of Transportation's Airport Division

File Type: Action Report

REQUEST

The Milwaukee County Department of Transportation (MCDOT) – Airport Division is requesting an extension of Jennifer Rittberg's Temporary Assignment to a Higher Classification (TAHC) to the position of Accounting Supervisor through June 24, 2023, or until the position is filled permanently.

The request is being made to provide necessary coverage of financial supervisory roles during the recruitment process for the permanent filling of the Airport Accounting Supervisor position. Due to broader staffing and recruitment challenges, Ms. Rittberg continues to also perform her normal duties of Airport Senior Analyst for Budget and Management.

POLICY

Chapter 17.085 of the Milwaukee County Code of General Ordinance requires an extension of temporary assignment beyond 180 days to be approved by the Milwaukee County Board of Supervisors.

Milwaukee County Code of General Ordinances:	Chapter 17.085
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BACKGROUND

The Department of Transportation – Airport Division Finance Section has experienced substantial turnover from late 2021 and continuing into 2022, primarily due to compensation issues.

These departures have left Airport Finance with multiple vacancies. The Airport is continuing to actively work to fill these positions but, in the meantime, there is a need for continuity in critical supervisory positions such as the Accounting Supervisor roles.

ALIGNMENT TO STRATEGIC PLAN

3B: Enhance the County's fiscal health and sustainability

FISCAL EFFECT

This TAHC extension request will not have any effect on the financials of Milwaukee County including no effect on the property tax levy. The increased expenditures from approval of the TAHC extension are available within the 2022 and 2023 operating budgets within the Airport and will be fully offset with Airport operating revenues.

ATTACHMENT:

A Fiscal Note, Resolution, and the TAHC form accompany this Report.

VIRTUAL MEETING INVITES

Brian Dranzik, Airport Director, MCDOT – Airport Division.

James Martin, Director of Finance and Administration, MCDOT – Airport Division.

PREPARED BY:

James Martin, Director of Finance and Administration, MCDOT – Airport Division.

APPROVED BY:

Julie Esch, Deputy Director

Donna Brown-Martin, Director, Department of Transportation

CC: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk