

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

Date: November 29, 2022

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

From: Shakita LaGrant-McClain, Director, Department of Health and Human Services

Subject: A report from the Director, Department of Health and Human Services, requesting passive review authorization to enter into a 2023 purchase of service contract with Wisconsin Community Services (WCS) for Housing Supportive Services – Highland Commons

File Type: Passive Review

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**REQUEST**

Report from the Director, Department of Health and Human Services, requesting authorization to enter into a 2023 purchase of service contract with Wisconsin Community Services (WCS) for Housing Supportive Services – Highland Commons within Housing Services.

**POLICY**

Per Wisconsin Statutes, the Director of the Department of Health and Human Services is requesting authorization to execute this purchase of service contract.

Wisconsin State Statutes:		59.52(31)
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**BACKGROUND**

The Department is requesting approval to enter into a purchase of service contract with WCS for Housing Supportive Services – Highland Commons. This contract recently completed the Request for Proposals (RFP) process and WCS has been selected as the vendor beginning in January 2023. Through this program, WCS will provide on-site housing support services at Highland Commons, a 50-unit permanent supportive housing development in West Allis.

**ALIGNMENT TO STRATEGIC PLAN**

This action item aligns with strategic plan objectives 2A (Determine what, where, and how we deliver services to advance health equity and 3A (Invest “upstream to address root causes of health disparities).

## **RECOMMENDATION**

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, Department of Health and Human Services, or her designee, to execute under passive review a purchase of service contract with Wisconsin Community Services (WCS) in the amount of \$140,000, for the services identified in the report.

## **FISCAL EFFECT**

A fiscal note is attached.

## **TERMS**

The term of the WCS contract in this report is from January 1, 2023 through December 31, 2023.

## **VIRTUAL MEETING INVITES**

Shakita LaGrant-McClain, DHHS Director  
James Mathy, Housing Administrator

## **PREPARED BY:**

James Mathy, Housing Administrator, Department of Health and Human Services

## **APPROVED BY:**

*Shakita LaGrant-McClain*

Shakita LaGrant-McClain, Director, Department of Health and Human Services

## **ATTACHMENTS:**

None

cc: County Executive David Crowley  
Sup. Liz Sumner, Chair, Finance Committee  
Sup. Shawn Rolland, Chair, Health Equity, Human Needs, & Strategic Planning Committee  
Mary Jo Meyers, Chief of Staff, County Executive's Office  
Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors  
Steve Cady, Research Director, Comptroller's Office  
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk  
Lottie Maxwell-Mitchell, Senior Budget & Management Analyst, DAS