

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: March 8th, 2023

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

From: Cassandra Libal, Director, Office of Emergency Management

Subject: From the Director of Office of Emergency Management, requesting approval of the creation of one, Full Time Equivalent, Data Analytics Coordinator position (pay grade 30M) in the Milwaukee County Office of Emergency Management.

File Type: Action Report

REQUEST

From the Director of Office of Emergency Management, requesting approval of the creation of one, Full Time Equivalent, Data Analytics Coordinator position (pay grade 30M) in the Milwaukee County Office of Emergency Management.

BACKGROUND

The need for geospatial analytical skills within the Office of Emergency Management has grown significantly in quantity and scope of work over the last three years due to a larger demand in analytics for guiding strategy, programs, and operations specific to opiate use disorder. To manage the increased workload focused on harm reduction and support a transparent data-driven culture, an additional OEM GIS position is required to ensure that data is informing OEM, County-wide EMS, and the County's racial equity strategy. Specific advanced technical skills are required to address significant data quality issues.

The Data Analytics Coordinator would be responsible for the following duties:

1. Data quality, manipulation, and programming.
2. Data Analyses and presentation.
3. Coordinate with local, state, federal and private partners on various initiatives.
4. Data requests and research.
5. Assist with the development of products to inform responses and strategy to the opiate epidemic.
6. Other duties/special projects deemed appropriate and necessary

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

2A: This position has direct impact on determination of resource prioritization for intervention.
 2B: This position will work across County departments to support multiple efforts.
 2C: Racial equity is front of mind with this work in addition to a culture of transparency.
 3A: This position has an opportunity to impact citizens with information related to health disparities.
 3C: Through transparency, our work informs all members of our community.

FISCAL EFFECT

Position is expected to be created and filled by June of 2023. Funding for the first three years will come from Opioid Settlement Funds. Beyond 2026, additional funding will be sought from Opioid Settlement Funds pending performance of position and impact on the community. This position is also able to be considered revenue generating for the services provided to external stakeholders and particularly research organizations.

POSITION INFORMATION

Action	Title	Pay Range	Annual Salary Range – 2088 Hours
Create	Data Analytics Coordinator	30M	\$66,955.20 - \$79,955.20

VIRTUAL/HYBRID MEETING INVITES

Cassandra Libal
 Christopher McGowan
 Dan Pojar

PREPARED BY:



Dan Pojar, EMS Division Director

APPROVED BY:



Cassandra Libal, Director, Office of Emergency Management

ATTACHMENTS:

1. JEQ



Cassandra Libal, Director, Office of Emergency Management

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