

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

Date: April 21, 2023

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 authorization to create 1.0 FTE position of Supervisor Community Supervision & Courts, pay grade 31M, in Children, Youth and Family Services

File Type: Action Report

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**REQUEST**

A report from the Director, Department of Health and Human Services (DHHS), requesting approval to create 1.0 FTE Supervisor Community Supervision & Courts, Pay Grade 31M in Children Youth and Family Services.

**POLICY**

The maximum number of positions and/or the maximum number of employee hours in a given classification are approved as part of the annual adopted budget. Changes to the authorized number of positions outside of the budget process require approval by the Milwaukee County Board of Supervisors.

Milwaukee County Code of General Ordinances:	MCGO 17.28
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**BACKGROUND**

The Supervisor Community Supervision & Courts position will be located in the Children Youth and Family Services area of DHHS. This position is funded through the Revenue Loss Recovery Expenditure Category for American Rescue Plan Act (ARPA) funding approved by the County Board (File No 22-805). This position was not included in the 2023 Recommended Budget because the project had not yet received approval from the ARPA Taskforce or the County Board at the time the requested budget was submitted.

There has been an increase in the number of young people entering the youth justice system on serious charges and an intensification of staffing shortages in Children, Youth, and Family Services (CYFS) while at the same time the County is working with the state

to end state corrections placements at Lincoln Hills and Copper Lake. The County Board approved funding (File 22-805) to expand the secure continuum of care opportunities in Milwaukee County and part of that funding will support 1.0 FTE Supervisor Community Supervision & Courts to reduce the number of Human Service Workers Youth Justice (HSWYJ) supervised under each Supervisor Community Supervision & Courts.

Currently, one Supervisor Community Supervision & Courts provides training and supervision to all new HSWYJs until they are properly trained before turning them over to another supervisor for ongoing supervision. This allows more hands on supervision, coaching and support for HSW's at the entry level as well as ongoing supervision. Current supervisory levels are at 10-12 HSWYJs per supervisor. Creating an additional Supervisor Community Supervision & Courts position will reduce that to 6-8 HSWYJs per supervisor which will allow more support to all HSWJJs with the goal of reducing turnover.

Related File No's:	<a href="#">22-805</a>
Associated File No's (Including Transfer Packets):	HRA11-208
Previous Action Date(s):	7/28/22, 7/21/22, 7/13/22

### **ALIGNMENT TO STRATEGIC PLAN**

The request to create a new position in the DHHS aligns with the county's strategic plan to ensure that we can continue in determining what, where, and how we deliver services to advance health equity

### **FISCAL EFFECT**

A fiscal note is attached.

### **POSITION INFORMATION**

Action	Title	Pay Range	Annual Salary Range – 2088 Hours
Create	Supervisor Community Supervision & Courts	\$34.29 - \$40.83	\$71,600 – \$85,243

### **VIRTUAL/HYBRID MEETING INVITES**

[Kelly.Pethke@milwaukeecountywi.gov](mailto:Kelly.Pethke@milwaukeecountywi.gov)  
[Pam.Matthews@milwaukeecountywi.gov](mailto:Pam.Matthews@milwaukeecountywi.gov)  
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### **PREPARED BY:**

Pam Matthews, Sr. Budget Analyst, DHHS Children's Services

**APPROVED BY:**

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

**ATTACHMENTS:**

None

*Shakita LaGrant-McClain*

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

cc: County Executive David Crowley  
Sup. Willie Johnson, Jr., Chair, Personnel 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