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A report from the Director, Department of Health and Human Services, requesting the creation of 1.0 FTE ADRC Supervisor, 4.0 FTE ADRC Advanced Professionals and 1.0 FTE Office Support Assistant II (Independent Living Support Pilot) in Aging and Disabilities Services, by recommending adoption of the following:

**A RESOLUTION**

WHEREAS, the Department of Health and Human Services (DHHS) is requesting the creation of one, Full-Time Equivalent (FTE) Aging and Disability Resource Center (ADRC) Supervisor position, four FTE ADRC Advanced Professional positions, and one FTE Office Support Assistant II (Independent Living Support Pilot) position in Aging and Disabilities Services (ADS), to be funded through State of Wisconsin (the State) American Rescue Plan Act (ARPA) funds; and

WHEREAS, the State Department of Health Services has launched an Independent Living Support Project (ILSP) Pilot Project, to enable more customers in need to access critical services, and ADS-DHHS was awarded a two-year grant in the amount of \$1,468,800; and

WHEREAS, the demand for the ILSP is supported by the high volume of calls, enrollments, and the number of callers not enrolled into a publicly funded long-term care program; and

WHEREAS, in 2022, Milwaukee County’s (the County) Information and Assistance (I&A) line answered over 50,000 calls, and handled 8,000 requests for Publicly Funded Long-Term Care (PFLTC) options counseling, and of the 8,000 requests, 3,000 were enrolled by the ADRC options counselors, and it is estimated that the additional 5,000 residents who called for support, may benefit from the ILSP; and

WHEREAS, the ILSP is structured so that eligibility is not predicated on an asset test, but a simple assessment tool that allows more residents to access services, and supports timely that bridge the gap between eligibility for PFLTC; and

WHEREAS, the ADRC Advanced Professional positions will meet with residents who need additional services/supports to stay in their homes, and will report to the ADRC Supervisor position, and the Office Support Assistant II position will receive referrals from I&A Specialists, and maintain databases of client information, contacts, and benefits received; and

WHEREAS, the request to create these new positions in 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; and

46 WHEREAS, the Department of Human Resources has reviewed the change  
47 request for these positions, and has determined the appropriate classifications and has  
48 submitted a report included in this file; and  
49

50 WHEREAS, the Office of Strategy, Budget, and Performance has reviewed this  
51 request with respect to need, appropriateness, and funding availability as required per  
52 Section 59.60(10), Wisconsin State Statutes, and has submitted a report included in this  
53 file; and  
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55 WHEREAS, the Committee on Personnel, at its meeting of May 9, 2023,  
56 recommended adoption of File No. 23-505 (vote 4-0); now, therefore,  
57

58 BE IT RESOLVED, the Milwaukee County Board of Supervisors (County Board)  
59 hereby approves the classifications and pay grade recommendations for the positions  
60 as outlined in the report hereto attached to this file and summarized below:  
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Recommended Title	Aging and Disability Resource Center (ADRC) Supervisor
Agency (Department)	800-Department of Health and Human Services (DHHS)
Org. (Low Org)	8361
Number of Positions	1
Pay Grade	31M
Annual Range	\$69,929.60-\$83,262.40

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Recommended Title	ADRC Advanced Professional
Agency (Department)	800-DHHS
Org. (Low Org)	8361
Number of Positions	4
Pay Grade	27
Annual Range	\$61,568.00-\$73,465.60

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Recommended Title	Office Support Assistant II
Agency (Department)	800-DHHS
Org. (Low Org)	8361
Number of Positions	1
Pay Grade	02Z1
Annual Range	\$36,628.80-\$38,812.80

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65 ; and  
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67 BE IT FURTHER RESOLVED, the County Board hereby authorizes and  
68 approves the following position actions for DHHS, effective Pay Period 12, beginning  
69 May 29, 2023:  
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Action	Title	Number of Positions	Pay Grade
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Create	ADRC Supervisor	1	31M
Create	ADRC Advanced Professional	4	27
Create	Office Support Assistant II	1	02Z1

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srb  
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