

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

Date: May 19, 2023

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

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

Subject: A report from the Director, Department of Health and Human Services, requesting the creation of 1.0 FTE Caregiver Support Specialist in Aging and Disabilities Services

File Type: Action Report

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**REQUEST**

The Director of DHHS is requesting authorization to create a 1.0 FTE Caregiver Support Specialist position in pay grade 26.

**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 Ordinances:		17.28
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**BACKGROUND**

For decades, Milwaukee County DHHS Aging and Disabilities Services (formerly the Division on Aging) has been affirming the dignity and value of older adults in our county through advocacy, leadership, and service. Hiring this position to support the Caregiver Support Program will help Aging and Disabilities Services staff to align with Milwaukee County’s unified strategic vision, as well as DHHS’s strategic initiative that focuses on providing easily accessible, timely, integrated, high quality, and person-centered services. The Commission on Aging, as part of the development of its 2022-2024 Area Plan, adopted a new vision statement which reads as follows: “The Aging Network will improve the health and well-being for all older adult residents of Milwaukee County by acknowledging and overcoming structural racism, promoting health equity, improving communication and collaboration, and addressing all dimensions of wellness.”

Under this vision, the Commission on Aging set forth broad Aging Network goals focusing on health equity, coordination and communication, and wellness and prevention. Specific goals were established to improve caregiver support including. (NOTE: The Milwaukee County Board of Supervisors approved the 2022-2024 Area Plan through File 22-126 on February 25, 2022). The Caregiver Support Specialist will report directly to the Caregiver Support Coordinator and will support the Coordinator in executing these caregiver goals.

Equitable caregiver support is critical to achieving the visions of Milwaukee County, DHHS, and the Commission on Aging. The Wisconsin Governor's Task Force on Caregiving has reported that caregiving disproportionately impacts communities of color, and caregivers of color are providing more hours of care each week compared to their white counterparts ([Wisconsin Caregivers in Crisis: Investing in our Future, 2020](#)). Family caregivers of older adults (particularly those with dementia) can receive support, including counseling, respite, supportive home care, and transportation, through the OAA National Family Caregiver Support Program (NFCSP) and Wisconsin's Alzheimer's Family and Caregiver Support Program (AFCSP). Staff of the Caregiver Support Program will strategically form partnerships and conduct outreach to promote equitable distribution of caregiver support and resources throughout Milwaukee County.

Management of the Caregiver Support Program, including NFCSP and AFCSP, will transition from the Alzheimer's Association of Wisconsin to the Unit on Aging in 2023. A new Caregiver Support Coordinator was hired to the Area Agency on Aging pursuant to the County Board's approval (File No. 22-757) in January 2023. Transfer of this program by the Area Agency on Aging from the Alzheimer's Association to the County Unit on Aging will improve outreach, referral, and collaboration to provide caregiver supports to our community. It will also align Milwaukee County with most other counties who directly manage these state and federal caregiver support funds. A work plan for the management of the Caregiver Support Program recognizes the need for additional staff support to responsibly and effectively utilize granted funds to support caregivers and to effectively grow caregiver supports within Milwaukee County.

As administered within the Alzheimer's Association of Wisconsin, the Caregiver Support Program is currently supported by three full time staff positions.

The Caregiver Support Specialist will build capacity for this program to assist Milwaukee County residents in understanding, accessing, and utilizing supportive caregiver resources, including NFCSP and AFCSP. The Caregiver Support Specialist will assist eligible residents to enroll in and utilize funding available to the County for caregiver support, conduct outreach and community education, provide administrative support and record-keeping for the utilization of those funds, and coordinate consistent referrals for caregivers to other supports and resources. This position will serve caregivers of adults with disabilities (age 18-59) and older adults (age 60-end of life).

The annual salary range for this position is \$60,890 to \$72,007.

Related File No's:	22-757
Associated File No's (Including Transfer Packets):	
Previous Action Date(s):	8/1/2022

**ALIGNMENT TO STRATEGIC PLAN**

This item is aligned to the goals identified in the Milwaukee County Strategic Focus Areas, in particular 2A and 2B. By bringing roles that advocate for caregivers within Milwaukee County rather than supporting these activities to be performed by an outside vendor, the Caregiver Support program will maximize access to services across Milwaukee County service areas to break down health disparities impacting caregivers. It also aligns with 3C, as the staff person in this role will work to address access and concerns of the caregiving community with an effort to focus on inclusivity and underserved communities.

**FISCAL EFFECT**

The total annual cost for this position ranges between \$60,890 to \$72,007 and will be covered through Title III-E National Family Caregiver Support funds and Alzheimer's Family and Caregiver Support funds through outlined by Wis Stat. §46.87. There is no tax levy impact.

**POSITION INFORMATION**

<u>Action</u>	<u>Title</u>	<u>Pay Range</u>	<u>Annual Salary Range – 2088 Hours</u>
Create	Caregiver Support Specialist	26	\$60,890 to \$72,007

**TERMS**

The requested position create would be effective upon approval by the Milwaukee County Board of Supervisors.

**VIRTUAL/HYBRID MEETING INVITES**

Shakita LaGrant-McClain, Director, DHHS  
Matt Fortman, Fiscal Administrator, DHHS  
Daniel Idzikowski, Director, Aging Unit, DHHS Aging and Disabilities Services  
Marietta Luster, Administrator, DHHS Aging and Disability Services

**PREPARED BY:**

Kayla Steinke, Caregiver Support Coordinator, DHHS Aging and Disabilities Services

**APPROVED BY:**

*Shakita LaGrant-McClain*

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

**ATTACHMENTS:**

None

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