

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: August 10, 2023

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

From: Shakita LaGrant McLain, Director DHHS

Subject: A report from the Director, Department of Health and Human Services, requesting the creation of 1 Limited Term Employment (LTE) DHHS Intern - Aging and Disability Vaccination Collaborative (ADVC) Project Manager at paygrade 01IM

File Type: Action Report

REQUEST

Create a Limited Term Employment (LTE), part-time, DHHS Intern - Project Manager position to coordinate the Aging and Disability Vaccination Collaborative (ADVC) grant within DHHS Aging and Disabilities Services (ADS).

POLICY

Wisconsin State Statutes:	Wis Stats 46.82(3)(a)(2)
Milwaukee County Code of General Ordinances:	MCGO 53.11
Specific Adopted Budget:	2023 Adopted Budget

BACKGROUND

This position expands the capacity of DHHS Aging and Disabilities Services (ADS) to coordinate COVID-19 and Influenza vaccination efforts of the ADVC grant partners to reach older adults and people with disabilities more effectively, particularly among underserved populations. The DHHS Intern – Project Manager will assist Milwaukee County and its ADVC grant partners to plan, develop, administer, and report on vaccination activities. This position is fully funded through the ADVC grant awarded by USAging in June of 2023 and thus, was not originally included in the 2023 DHHS budget. An informational report (File 23-691) on this grant was submitted to the County Board for consideration in September.

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

This position aligns with the DHHS strategic plan by investing upstream to address the root causes of health disparities (3A) and dismantle barriers to diverse and inclusive communities receiving access to life saving services and health care (3C). This Aging and Disability Vaccine Collaborative grant is focused on increasing access to and delivering COVID-19 and Influenza vaccines to older adults and residents with disabilities in communities of color in Milwaukee County.

FISCAL EFFECT

This request is fully funded under the ADVC grant through USAging and will not utilize any County funding. We estimate this position will expend approximately \$12,000 of the \$36,612 in ADVC grant funds designated for personnel costs. This is a part-time (12-15 hour/week) internship position designed to attract a student enrolled in a Master’s level Public Health, Nursing, Public Administration, or Urban Planning program. DHHS ADS anticipates hiring for this new position immediately. This position will sunset at the end of the grant term (April 15, 2024) unless a new source of funding is identified.

POSITION INFORMATION

<u>Action</u>	<u>Title</u>	<u>Pay Range</u>	<u>Annual Salary Range</u>
Create	DHHS Intern - Aging and Disability Vaccination Collaborative (ADVC) Project Manager	\$12.97 - \$19.85	\$26,978-\$41,288

VIRTUAL MEETING INVITES

Marietta Luster, DHHS Aging and Disabilities Services Administrator
Daniel Idzikowski, Aging Services Director

PREPARED BY:

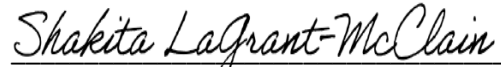
Daniel Idzikowski, Aging Services Director

APPROVED BY:

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

ATTACHMENTS:

None



Shakita LaGrant-McClain, Director
Department of Health and 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 and Policy Director – Comptroller's Office
Janelle Jensen, Chief Committee Coordinator, Office of the County Clerk