

County of Milwaukee
Inter-Office Communication

Date: May 6, 2014

To: Willie Johnson, Jr., Co-Chair, Finance, Personnel, & Audit Committee
David Cullen, Co-Chair, Finance, Personnel, & Audit Committee

From: David P. Ehlinger, CPA

Subject: Professional Service Contract Amendment

In conjunction with the Comptroller's office, the Department of Pre-Trial Services is requesting a passive review of 2013 contracts for the following items. Both relate to County Board file 14-177.

- Vendor = Justice Point, Account = 0001-290-2939-6148, Amount = \$165,000
- Vendor = Wisconsin Community Services, Account = 0001-290-2937-6148, Amount = \$25,924

I am attaching the following documents related to these items:

- Appropriation Transfer Request dated 02-05-2014
- Finance Committee draft Appropriation Transfer dated 02-21-2014 (File 14-177) – two pages
- Finance Committee minutes dated 03-13-2014 showing recommendation for adoption of File 14-177 (two pages)
- County Board minutes dated 03-20-2014 showing adoption of File 14-177
- Dept. of Pre-Trial Services detailing expenditures for Justice Point for A/C 0001-290-2939-6148
- Dept. of Pre-Trial Services detailing expenditures for Wisconsin Community Services for A/C 0001-290-2937-6148
- E-mail thread between Office of the Comptroller and Department of Pre-Trial Services regarding this issue.

Our office is confident that once you have completed your passive review of this matter all outstanding payments to our vendors for 2013 invoices will be allowed.

If you have any problems or questions, please feel free to contact me.

Signed,

David P. Ehlinger, CPA
Fiscal Operations Administrator – Courts

C: Chris Abele, County Executive
Marina Dimitrijevic, County Board Chair
Theodore Lipscomb, Sr., Chair, Judiciary, Safety, & General Services Committee
Scott Manske, Comptroller
Susan Walker, Accounts Payable Manager, Office of the Comptroller

Cynthia (CJ) Pahl, Administration Analyst III, Office of the Comptroller
Josh Fudge, Fiscal & Budget Administrator, Department of Administrative Services
Dan Laurila, Fiscal Management Analyst, Department of Administrative Services
Janelle Jensen, Committee Clerk
Susan Walker, Accounts Payable Manager
Jeffrey A. Kremers, Chief Judge
Bruce Harvey, District Court Administrator
Holly Szablewski, Judicial Review Coordinator
John Barrett, Clerk of Circuit Court
James J. Smith, Chief Deputy, Milwaukee County Clerk of Circuit Court