Date: November 17, 2016

To: Theodore Lipscomb, Sr., Chairman, County Board of Supervisors

From: John Dargle, Jr., CPRP, Director, Department of Parks, Recreation and Culture (DPRC)

Subject: **Retroactive** **Extension for a** **Temporary Assignment to a Higher Classification (TAHC) for Michael Nowakowski – ACTION**

**POLICY**

Chapter 17.085 of the Milwaukee County Code of General Ordinances requires that an extension of temporary assignment beyond 180 days be approved by the Milwaukee County Board of Supervisors.

**BACKGROUND**

The DPRC requests the continued extension of Michael Nowakowski’s TAHC to the position of Park Maintenance Worker 2 In-Charge from October 14 through December 31, 2016 or until the employee in the position returns from medical leave, whichever occurs first. The previous extension request was for the period of July 23, 2016 through October 13, 2016.

The DPRC anticipates that the employee holding the position will be released from medical leave by the end of the year.

**RECOMMENDATION**

The DPRC recommends a retroactive extension of the TAHC to a Higher Classification of Michael Nowakowski.

Prepared by: Jen Francis, Chief of Administration & External Affairs

**Approved by:**



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John Dargle, Jr., CPRP, Director

Copy: Chris Abele, County Executive

 Raisa Koltun, Chief of Staff, County Executive’s Office

 Peggy West, Chair, Finance and Audit Committee

 Kelly Bablitch, Chief of Staff, County Board

 Sheldon A. Wasserman, Vice Chair, Finance and Audit Committee

 Jeremy Lucas, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS

 Janelle Jensen, Committee Coordinator, Office of the County Clerk

 Steve Cady, Research Services Director, Office of the Comptroller

 Michael Blickhahn, HRIS Director, Department of Human Resources