

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

Date: November 17, 2016
To: Theodore Lipscomb, Chair, County Board of Supervisors
From: Steven Kreklow, Director, Office of Performance, Strategy, and Budget
Subject: Request to Create and Authorize Funding from the Appropriation for Contingencies for 1.0 FTE Community Intervention Specialist position in the Housing Division of the Department of Health and Human Services

REQUEST

The Department of Health and Human Services (DHHS), is requesting authorization to create one full-time equivalent (FTE) Community Intervention Specialist (Title Code 00008000) position in the Housing Division. DHHS is also requesting money from the Appropriation for Contingencies to fund the costs of this position.

BACKGROUND/ANALYSIS

The adoption of the 2017 Budget Amendment 1A045 removed this 1 FTE Community Intervention Specialist position and funding for it from the DHHS 2017 operating budget. This position was created mid-year in 2016, is currently funded and filled. In order to avoid lay off of this employee, the 1.0 FTE Community Intervention Specialist position will need to be created and funding will need to be allocated to support the position in the 2017 DHHS operating budget.

The Department of Health and Human Services seeks authorization for creation of 1.0 FTE Community Intervention Specialist in the DHHS 2017 Budget. As directed in the adopted 2017 Budget Amendment 1A045, DHHS also requests authorization for the funds to support this position from the Appropriation for Contingency.

This position supports the Housing Division in its goal to end chronic homelessness by performing homeless outreach efforts. Specifically, this position links new Housing First participants with case management services to ensure they are successful in their housing placements. This position also supports the Housing Division in administration of rental subsidies for homeless individuals and families.

FISCAL NOTE

The fiscal impact of the creation of this position in the 2017 Budget was \$73,912 (\$50,184 in salary, \$3,844 in social security taxes, \$12,984 in health insurance, and \$6,900 in pension costs). There is no additional tax levy impact. The funding for this position is requested from the Appropriation for Contingency.

RECOMMENDATION

The Department of Administrative Services - Performance, Strategy and Budget recommends that the request to create 1.0 FTE, Community Intervention Specialist be approved.



Steven Kreklow
Director, Office of Performance, Strategy, and Budget