

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE : 3/13/2020

TO : Supervisor Theodore Lipscomb Sr., Chair, County Board of Supervisors

FROM : Joe Lamers, Director, Office of Performance, Strategy, and Budget

SUBJECT : Emergency Preparedness Funding Request for COVID-19

OVERVIEW

On March 12, 2020, Governor Evers declared a public health emergency in response to local cases of COVID-19 across Wisconsin. We are taking every effort to contain the spread of the virus.

As part of this effort, the Department of Administrative Services (DAS) is requesting authorization to transfer \$1,000,000 in funds out of the County's Appropriations for Contingencies (org 1945) unallocated contingency, in order to provide funding for emergency preparedness responses related to COVID-19.

From this \$1,000,000 amount, \$500,000 is requested to be transferred to new capital project WO72101-Laptops COVID19 Emergency, for the acquisition of laptop computers and enable telework needs for County employees that work from a desktop computer and do not currently have a laptop. Should County facilities be closed for a period of time, the purchase of laptops will help the County provide a continuity of service as staff can work remotely from home or other non-County facility locations. IMSD anticipates the purchase of 300 to 500 additional laptop computers, with the range dependent upon departmental telework needs which are currently being assessed. IMSD is already in the process of purchasing these laptop computers. This plan to purchase additional laptops is in alignment with Milwaukee County's existing mobility strategy which was already in the process of being implemented.

The remaining \$500,000 is requested to be transferred into new capital project WO72001-COVID19 Emergency. This will provide budget authority to address potential future expenses related to COVID-19 which are yet to be determined. Due to the fluid nature of COVID-19 and the need to apply resources quickly, this process allows for the funding of COVID-19 issues (on an as needed basis) without requiring additional County Board approval, which may delay funding allocations due to the monthly meeting schedule of the County Board. The DAS and/or Office of Emergency Management (OEM) will review and approve departmental expenditure requests to ensure they are related to COVID-19 issues.

RECOMMENDATION

The Department of Administrative Services recommends the use of Appropriations for Contingencies (org 1945) funds of \$1,000,000 to provide emergency preparedness funding related to COVID-19. Of this amount, \$500,000 is recommended for the purchase of laptop computers within new capital project *WO72101-Laptops COVID19 Emergency*. In order to quickly respond to potential unknown COVID-19 issues, the other \$500,000 is recommended to be placed in a new capital project *WO72001-COVID19 Emergency*.

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Joseph Lamers, Director
Office of Performance, Strategy and Budget
Department of Administrative Services

Cc: Chris Abele, Milwaukee County Executive
James “Luigi” Schmitt, Chair, Finance and Audit Committee
Willie Johnson, Jr., Co-chair, Finance and Audit Committee
Sheldon Wasserman, Finance Committee
Supreme Moore Omokunde, County Supervisor
Jason Haas, County Supervisor
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Dan Laurila, DAS-PSB Operating Budget Manager

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Envelope Sent	Hashed/Encrypted	3/16/2020 8:37:29 AM
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Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none">• Allow per session cookies• Users accessing the internet behind a Proxy Server must enable HTTP

1.1 settings via proxy connection

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