

MILWAUKEE COUNTY FISCAL NOTE FORM**DATE:** 4/13/20Original Fiscal Note ☒Substitute Fiscal Note ☐**SUBJECT:** Request to create 2.0 FTE Human Service Worker positions and abolish 1.0 FTE Clerical Asst 1 NM position in the Department of Health and Human Services.**FISCAL EFFECT:**

- ☐ No Direct County Fiscal Impact
- ☐ Existing Staff Time Required
- ☒ Increase Operating Expenditures
(If checked, check one of two boxes below)
- ☒ Absorbed Within Agency's Budget
- ☐ Not Absorbed Within Agency's Budget
- ☐ Decrease Operating Expenditures
- ☒ Increase Operating Revenues
- ☐ Decrease Operating Revenues
- ☐ Increase Capital Expenditures
- ☐ Decrease Capital Expenditures
- ☐ Increase Capital Revenues
- ☐ Decrease Capital Revenues
- ☐ Use of contingent funds

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	-11,552	49,700
	Revenue	22,459	53,085
	Net Cost	-34,011	-3,385
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The Department of Health and Human Services (DHHS) is requesting to create 2.0 FTE Human Service Worker positions and abolishment of 1.0 FTE Clerical Asst 1 HM position.

B. DHHS will receive additional state funds that will cover the increased expenditures for 1.0 FTE Human Service Worker in the Disabilities Services Division to address its waitlist in the Children's Long-Term Support (CLTS) Waiver Program. The other 1.0 FTE Human Service Worker expenditures are offset by the abolishment of a Clerical Asst 1 HM position (currently vacant) budgeted in 2020 at \$33,470 (including FICA) and the elimination of two provider contracts, budgeted at \$23,000 in the Watts program.

The new 2.0 FTE Human Service Worker positions would be at grade 16Z4, with a pay range of \$42,882 - \$58,906 for salary (\$45,070 - \$51,048 with salary and social security). The DHHS assumes filling the positions in Pay Period 16, at step 6. The direct cost (salary and social security) impact in 2020 includes actual expenditures of \$44,918 for 2.0 FTE Human Service Worker positions, offset by state revenues of \$22,459 and savings of \$23,000 from eliminating two provider contracts.

The annual direct cost impact for the salary and social security costs of 2.0 Human Service Worker positions filled at step 6 in pay grade 16Z4 is \$106,170.

C. The direct cost impact in 2020 to create 2.0 FTE Human Service Worker positions is approximately \$44,918. The current 2020 budget has sufficient funding from the abolishment of the 1.0 Clerical Asst 1 NM of \$33,470 to cover 1.0 FTE Human Service Worker and the \$22,459 in revenue from the state will cover the direct costs of the other 1.0 FTE Human Service Worker.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

D. Assumptions include: Filling both 2.0 FTEs at step 6 in pay period 16, eliminating the two provider contracts in the Watts program, and receipt of additional revenue from the State of Wisconsin for the CLTS program to address the waitlist.

Department/Prepared By Pam Matthews, DAS-PSB

Authorized Signature

DocuSigned by:

JOSEPH WAMERS

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Did DAS-Fiscal Staff Review?

☒

Yes

☐

No

Did CBDP Review?²

☐

Yes

☐

No

☒

Not Required

² Community Business Development Partners' review is required on all professional service and public work construction contracts.