

COUNTY OF MILWAUKEE
Inter-Office Communication

DATE: December 4, 2020

TO: Sup. Marcellia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

FROM: Shakita LaGrant-McClain, Director, Department of Health and Human Services
Prepared by Marietta Luster, Administrator, Disabilities Services Division

SUBJECT: Request to create 1.0 FTE Protective Services Program Manager (pay grade 33M) and abolish 1.0 FTE Program Coordinator ASD (pay grade 29M) in the Department of Health and Human Services

Background

DHHS is requesting the creation of one full-time Protective Services Program Manager position and abolishment of one vacant full-time Program Coordinator Adult Services Division (ASD). This position action is being requested as part of the implementation of a combined Adult Protective Services and Elder Abuse Unit between the Disabilities Services Division (DSD) and Aging. This initiative was included in the 2021 Budget after the two areas began piloting the new unit in June of 2020. It advances the “No Wrong Door” vision of customer service for Milwaukee County residents with a goal to serve all adult residents in need, regardless of age or ability.

This position will manage Adult Protective Services and Elder Abuse employees. As the position evolved, the incumbent performed numerous tasks outside of the requirements of the original Program Coordinator ASD. As a result, the following position actions are being requested:

Position Title	Action	Job Code	FTE	Pay Grade
Protective Services Program Manager	Create	New Code	1.0	33M
Program Coordinator ASD	Abolish	00056561	-1.0	29M

Recommendation

The Director, Department of Health and Human Services (DHHS), recommends the creation of one full-time Protective Services Program Manager position and the abolishment of one full-time Program Coordinator ASD position.

Fiscal Impact

The total fiscal impact for the position actions is show below. For 2021, there will be a savings in salary and social security of \$9,007 due to the delay in filling the new position and the vacancy of the existing position. The annual ongoing salary and social security cost is the same as the amount budgeted for the existing position. The current position is budgeted at step 5 in pay grade 29M which is the same as step 1 of pay grade 33M.

Position Title	Action	2021 Salary & Social Security Cost (Effective PP4)	Annual Salary & Social Security Fiscal Impact	Pay Grade
Protective Services Program Manager	Create	\$69,733	\$78,740	33M
Program Coordinator ASD	Abolish	(\$78,740)	(\$78,740)	29M
	Net Change	(\$9,007)	\$0	

Shakita LaGrant-McClain
 Shakita LaGrant-McClain, Director
 Department of Health and Human Services

cc: County Executive David Crowley
Mary Jo Meyers, Chief of Staff
Supervisor, Chairman, Finance Committee
Supervisor Eddie Cullen, Chairman, Personnel Committee
Kelly Bablitch, Milwaukee County Board of Supervisors Chief of Staff
Julie Landry, Director of Administrative Services
Joseph Lamers, Director – Office of Performance, Strategy & Budget
Steve Cady, Research Director, Comptroller’s Office
Pam Matthews, Fiscal & Management Analyst, DAS
Lottie Maxwell-Mitchell, Research & Policy Analyst, Comptroller’s Office