

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: January 19, 2021

TO: Supervisor Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

FROM: Shakita LaGrant-McClain, Director, Department of Health & Human Services
Prepared by: James Mathy, Administrator, Housing Division

SUBJECT: **From the Director, Department of Health and Human Services, requesting authorization to create one FTE position of Community Intervention Specialist in the Housing Division**

Issue

The Director, Department of Health and Human Services (DHHS), is requesting authorization to create one permanent full-time equivalent (FTE) position of Community Intervention Specialist (CIS) in the Housing Division. The CIS position will be responsible for supportive services activities of Housing and Urban Development (HUD)-funded permanent supportive housing programs.

Background

The Housing Division amended its HUD grants to create a new CIS position to be responsible for supportive services, housing navigation, and coordination efforts for the My Home Program. The grants are renewed on an annual basis and support 100 percent of the cost of the position.

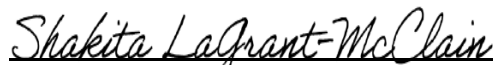
Recommendation

The Director, Department of Health and Human Services (DHHS), is recommending the creation of one permanent FTE position of Community Intervention Specialist in the Housing Division.

Fiscal Impact

Depending upon the placement in the pay range, the 2021 cost of the Community Intervention Specialist ranges between \$41,491 to \$48,340 and reflects salary and social security costs effective pay period 8 (April 5, 2021). This cost is fully covered by HUD.

	Rate	Annual Salary	2021 Salary Cost (Effective April 5)	SS	Total Cost
Low Range	\$ 25.36	\$ 52,742	\$ 38,543	\$ 2,948	\$ 41,491
High Range	\$ 29.54	\$ 61,449	\$ 44,905	\$ 3,435	\$ 48,340



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

cc: County Executive David Crowley
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