From the Director of the Department of Health and Human Services requesting authorization to create 1.0 FTE position of Housing Program Assistant (Pay grade 16Z3) by recommending adoption of the following:

# A RESOLUTION

WHEREAS, the Section 8 Housing Choice Voucher Program (HCV) received 63 new Emergency Housing Vouchers from Housing and Urban Development (HUD) and the program lease up rate increased in 2021; and

WHEREAS, the new position will be responsible for certification, processing, and leasing of the additional vouchers; and

WHEREAS, the position would allow maximum utilization of the program to lease eligible applicants to receive rental assistance through the program; and

WHEREAS, the additional HUD administrative fee effective July 1, 2021 will fully fund the cost of the new position; and

WHEREAS, there will be no tax levy impact for this position; now, therefore,

BE IT RESOLVED, that, pursuant Milwaukee County Board of Supervisors hereby authorizes and approves the creation of one (1.0) Housing Program Assistant position to be filled beginning in Pay Period 21:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Action** | **Title**  | **No. of Positions** | **Title Code** | **Pay Grade** |
| Create | Housing Program Assistant | 1.0 FTE | TBD | 16Z3 ($40,103-47,895 annually) |