

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: January 15, 2013

To: Patricia Jursik, Chairperson, Committee on Economic & Community Development

From: Jerome J. Heer, Director of Audits, Milwaukee County Comptroller's Office

Subject: Workforce Development Contract with Wisconsin Regional Training Partnership/Building Industry Group Skilled Trades Employment Program (WRTP/BIGSTEP) (File No 12-632)

At the December 10 meeting of the Committee on Economic & Community Development, the committee discussed the accountability provisions of the contract between Milwaukee County and WRTP/BIGSTEP. Since that meeting, the Comptroller's Audit Services Division has met with staff and the contractor to review the plan for complying with fiscal and programmatic reporting provisions of the contract. At our last meeting, on January 11, 2013, we also discussed the process and format with Baker Tilly, the firm conducting the independent external review of quarterly reports as required in the contract.

There has been considerable progress in addressing all elements of the contract related to documentation and reporting of financial and performance activity. The first quarterly report is substantially complete and is awaiting the review by Baker Tilly prior to submission to the Committee and to our office. Because of the time needed to address the detailed reporting requirements, the first report was delayed. However, the second quarterly report will be issued shortly after the first and we will work with all parties to ensure that the remaining four reports that will follow will be timely.


Jerome J. Heer

JJH/cah

cc: Scott Manske, Milwaukee County Comptroller
Chris Abele, Milwaukee County Executive
Committee Members, Economic & Community Development Committee
Jill Didier, Economic Development Coordinator
Amber Moreen, Chief of Staff, Milwaukee County Executive's Office
Patrick Farley, Director, Department of Administrative Services
Craig Kammholz, Fiscal & Budget Administrator, DAS
Jessica Janz-McKnight, County Board Research Analyst
Janelle Jensen, Committee Clerk
Mark Kessenich, Vice President, WRTP/BIGSTEP
Earl Buford, Executive Director, WRTP/BIGSTEP
Matt Waltz, Director of Business Administration, WRTP/BIGSTEP