



# MEMORANDUM

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## LEGISLATIVE REFERENCE BUREAU

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**To:** Aldermanic President Ashanti Hamilton  
**From:** Aaron Cadle – Legislative Fiscal Analyst  
**Date:** February 2, 2018  
**Subject:** Childhood Lead Poisoning Prevention Program Inquiry

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Per the Aldermanic President's request, this memo outlines the proposed scope of the Legislative Reference Bureau's inquiry into the Health Department's Childhood Lead Poisoning Prevention Program. It should be understood this is a general overview, and additional avenues of inquiry may be pursued as information is gathered and clarified. This inquiry is expected to be completed within two Common Council legislative cycles, with updates to the Council in the interim as the inquiry progresses.

LRB proposes the Initial inquiry focus on four broad areas:

1. **Mayor's Office Timeline:** What information prompted the Mayor's concerns over management of the Health Department, when this information was known, and what were the chain of events and revelations that precipitated the resignation of the former Health Commissioner?
2. **Health Department Timeline:** What chain of events and revelations occasioned department personnel to contact the Mayor's office with concerns over management of the Lead Poisoning Prevention Program?
3. **Elevated Blood Lead Level Service Delivery:** The step-by-step process for service delivery, beginning with notification that a child has an elevated blood lead level, and including a complete description of services delivered and by whom, service workload management and thorough explanation how record are managed to ensure the delivery of services.
4. **Domicile Lead Abatement:** The process through which domiciles are abated for lead hazards by independent contractors, including selection of properties to be abated, contractor selection, abatement obligations of contractors and project management.

In addition to this inquiry, the Department of Employee Relations will investigate and provide a communication outlining the role of City employees in any shortcomings in the management of the Health Department.