



Bob Leischow, MPH
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MEMORANDUM

TO: Rebecca Grill, City Administrator
FROM: Bob Leischow, Health Commissioner
DATE: January 15, 2020
SUBJECT: Approval to exceed tuition reimbursement threshold

The current City of West Allis Total Benefits Packet (TBP) allows qualified employees up to \$1,500 per year (\$4,500 maximum lifetime) for tuition reimbursement (policy ref. Sec. 8, Subsection 2, item C). Permission is requested to exceed the \$1,500 per year/\$4,500 lifetime using available Public Health Emergency Preparedness grant funding. Because grant funds would be used, there would be no fiscal impact on city levy. From a workforce development perspective, education being pursued in relation to emergency preparedness reinforces our ability to effectively prepare for and/or respond to public health emergencies within the City of West Allis when needed.