

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2022 RES-003
Vote Required: Two-Thirds	Majority X 3/4	Ordinance Amendment No. _____

Title of Resolution or Ord. Amd.:

**AUTHORIZING AN EXTENSION OF LTE HOURS
DCDHS – HAA DIVISION**

Policy Analysis Statement:

Brief Description of Proposal -

The Dane County Department of Human Services' (DCDHS) Housing Access and Affordability Division (HAA) has employed a limited term employee (LTE) Clerk III to assist with administrative and planning tasks related to the implementation and ongoing management of various COVID-19 preparedness and response activities.

This resolution approves an extension of LTE hours to exceed 1,200 hours in the 2022 payroll year.

Current Policy or Practice -

Changes in position authority require County Board approval.

Impact of Adopting Proposal -

The LTE Clerk III in the Department of Human Services will be granted an exception to exceed 1,200 hours in the 2022 payroll year.

Fiscal Estimate:

Fiscal Effect (check all that apply) -

- No Fiscal Effect
- Results in Revenue Increase
- Results in Expenditure Increase
- Results in Revenue Decrease
- Results in Expenditure Decrease

Budget Effect (check all that apply)

- No Budget Effect
- Increases Rev. Budget
- Increases Exp. Budget
- Decreases Rev. Budget
- Decreases Exp. Budget
- Increases Position Authority
- Decreases Position Authority

Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

The budget contains sufficient funds to support this position for the remainder of this year. There is no net impact for the current year,.

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes				
Operating Expenses					Federal				
Contractual Services					State				
Capital					Other				
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

The LTE Clerk III in the Department of Human Services will be granted an exception to exceed 1,200 hours in the 2022 payroll year.

Prepared By:

Agency:		Division:	
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