

2022 RES-097

AMENDING THE 2022 OPERATING BUDGET TO CREATE TWO FULLTIME POSITIONS IN THE DANE COUNTY DISTRICT ATTORNEY'S OFFICE VICTIM WITNESS UNIT

The Victim Witness Unit of the Dane County District Attorney's Office has been providing critical and constitutionally mandated services to victims of crime. In order to provide these services, the District Attorney's Office has employed a number of limited term employees (LTEs). Among them: one LTE is communicating with crime victims, informing them of their rights under the new law and assisting in safety planning with and for victims and their children. The second LTE is working to notify victims of upcoming court dates and administrative duties necessary to maintain victim right's compliance with both statute and the Constitutional Amendment.

The work on these two positions is ongoing in nature and regularly exceeds the limited hours allowed for a limited term employee. The District Attorney's Office needs two new full-time equivalent positions: a Case Manager (classification SW20) and an Administrative Legal Assistant (classification G16).

While new positions are often included in annual budgets, waiting until 2023 to post these positions would mean they would not be filled until approximately nine months from now. The recruitment process is exacting, and the goal is to fill these positions before the end of the year.

NOW, THEREFORE, BE IT RESOLVED that the 2022 operating budget be amended to create 2.0 FTE positions in the Dane County District Attorney's Office, a 1.0 FTE Case Manager (SW20) and a 1.0 FTE Administrative Legal Assistant (G16) effective at the beginning of pay period 19B, and

BE IT FURTHER RESOLVED that the following expenditure accounts be adjusted to provide funding for the positions:

DAVICWIT	10009 Wages	\$43,000
DAVICWIT	10099 Retirement	\$3,300
DAVICWIT	10108 Social Sec.	\$3,300
DAVICWIT	10117 Health	\$20,600
DAVICWIT	10117 Dental	\$1,400
DAVICWIT	10250 Salary Savings	(\$800)

BE IT FINALLY RESOLVED THAT funding for these positions be included in the 2023 base budget.