

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2021 RES-343
Vote Required:		Ordinance Amendment No. _____
Majority	Two-Thirds	X

Title of Resolution or Ord. Amd.:

AUTHORIZING A NEW CLERK IV POSITION IN THE FISCAL MANAGEMENT SERVICES SECTION OF THE HUMAN SERVICES ADMINISTRATION DIVISION

Policy Analysis Statement:

Brief Description of Proposal -
The Dane County Department of Human Services (DCDHS) – Fiscal Management Services (FMS) Division requests increased position authority for the recruitment of 1.0 FTE Clerk IV to provide additional contract and invoice processing capacity.

Current Policy or Practice -
Modifying position authority requires County Board approval.

Impact of Adopting Proposal -
A new 1.0 FTE Clerk IV (G15) position in the Human Services Department (org code 6039) shall be created effective April 1, 2022.

Fiscal Estimate:

<u>Fiscal Effect (check all that apply) -</u>	<u>Budget Effect (check all that apply)</u>
<input checked="" type="checkbox"/> No Fiscal Effect	<input checked="" type="checkbox"/> No Budget Effect
<input type="checkbox"/> Results in Revenue Increase	<input type="checkbox"/> Increases Rev. Budget
<input type="checkbox"/> Results in Expenditure Increase	<input type="checkbox"/> Increases Exp. Budget
<input type="checkbox"/> Results in Revenue Decrease	<input type="checkbox"/> Decreases Rev. Budget
<input type="checkbox"/> Results in Expenditure Decrease	<input type="checkbox"/> Decreases Exp. Budget
	<input type="checkbox"/> Increases Position Authority
	<input type="checkbox"/> Decreases Position Authority
	Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

The requested position requires no additional levy and is funded fully by current LTE staff funding.

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	\$0			
Contractual Services	\$0				State				
Capital					Other				
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

The changes result in a change of position authority by 1.0 FTE.

Prepared By:

Agency:	Der Xiong	Division:	
Prepared by:	Der Xiong	Date:	1/25/2022
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