

**DANE COUNTY  
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: Richelle Andrae		Resolution No. RES-321
Vote Required:		Ordinance Amendment No. _____
Majority	Two-Thirds <input checked="" type="checkbox"/>	

Title of Resolution or Ord. Amd.:

AUTHORIZING THE RECLASSIFICATION OF SUBSTANCE ABUSE COUNSELOR TO DEFERRED PROSECUTION CASE MANAGER IN THE DANE COUNTY DISTRICT ATTORNEY OFFICE

**Policy Analysis Statement:**

Brief Description of Proposal -

This resolution reclassifies vacant position no. 2925 from a Substance Abuse Counselor (SW20) to a Deferred Prosecution Case Manager (SW20), in the Dane County District Attorney Deferred Prosecution Unit. This position has been vacant since November, 2022, due to a retirement, and the Department of Administration - Employee Relations has recommended approval of this request.

Current Policy or Practice -

Reclassification requests on vacant positions require approval of the County Board.

Impact of Adopting Proposal -

Position #2925 will be reclassified from a Substance Abuse Counselor (SW20), to a Deferred Prosecution Case Manager (SW20), and the division will be approved to fill the position.

**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 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 checked="" type="checkbox"/> Increases Position Authority
	<input checked="" type="checkbox"/> Decreases Position Authority
	Note: if any budget effect, 2/3 vote is required

**Narrative/Assumptions about long range fiscal effect:**

**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:**

Position #2925, which was classified as a Substance Abuse Counselor, SW20 on the salary schedule, will now be reclassified to Deferred Prosecution Case Manager, which is also SW20 on the salary schedule.

**Prepared By:**

Agency: Dane County District Attorney	Division: Deferred Prosecution
Prepared by: Kelly Breunig	Date: 1/24/23 Phone: 608-267-8840
Reviewed by:	Date: Phone: