

AUTHORIZING RECLASSIFICATION OF A SOCIAL WORKER TO A CHILD PROTECTIVE SERVICES ACCESS SUPERVISOR IN THE DCDHS – CYF DIVISION

The Dane County Department of Human Services (DCDHS) Children Youth and Families (CYF) Division has a Social Worker Position #1799, which we request to be reclassified to a CYF Child Protection Services (CPS) Access Supervisor. The Child Protection Services Manager will supervise this position. This position has been vacant for over six months. The Department of Administration – Employee Relations has recommended approval of this request.

Federal and State Mandates require Child Welfare agencies to respond to child protection emergencies 24 hours a day, 365 days a year. DCDHS-CYF provides this coverage through the Emergency Protective Services (EPS). DCDHS- CYF currently has 15 Social Work Supervisors who provide rotating coverage and are required to be on-call for one week, multiple times during the year. This position will allow the current rotation of 15 CYF Social Work Supervisors to fully focus on their primary staff and job responsibilities during their normally scheduled hours, instead of managing their fulltime responsibilities and then covering 14 hours of Emergency Protective Services (EPS).

The addition of this supervisor will mean that 3 CPS supervisors share a three week rotation, each covering EPS every third week. The three Access Supervisors will share the bulk of the daytime screening function and share the EPS SW supervisor on-call job function. Each supervisor will be designated as a backup supervisor to other CPS units, which ensures Social Workers are consulting with a Supervisor who is familiar with their job responsibilities. This will allow building a stronger relationship between EPS Social Workers and the Access supervisor, which in turn facilitates a stronger work force. The Access supervisor’s primary responsibility is Child Protection, so they are well versed in the statutes, standards and protocols. This expertise makes for streamlined consultation and increased consistency of decision making across cases received during normal business hours.

The CPS supervisor covering the EPS week would not have the traditional 8 hours of work/day, but would cover the EPS 14 hours shift each night 5pm-7am, consulting with the EPS SW on call and screening (Child Protective Services Reports).

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors does hereby support and authorize reclassification of Social Worker Position #1799 (SW 16-18) in payroll org 6053 in DCDHS to a Social Work Supervisor (M11) in payroll org code 6054 effective 12/4/2022. This commensurate with the Department’s request and approval by the Dane County Human Resources Director and Department of Administration Director.

BE IT FURTHER RESOLVED that position #1799, which has been vacant for more than six months, is authorized to be filled pursuant to the Dane County Ordinance 29.52(15), which requires the Personnel and Finance Committee and the County Executive to approve filling positions that are vacant for longer than six months.