



## COUNTY OF DANE

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Date: November 8<sup>th</sup>, 2022  
To: Personnel and Finance Committee  
From: Sam Olson, Chief Information Officer  
Subject: Position Vacant for More than Six Months, Positions # 1820 & 3233

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County Ordinance 29.52(15) requires the Personnel and Finance Committee and the County Executive to approve filling positions that are vacant longer than six months. Information Management Programming Specialist 1 currently has two positions (#1820 and #3233) that have been unfilled for more than six months due to reclassification of the positions. Resolution 2022 RES-169 recently passed county board approval on November 3, 2022 but did not include language to allow filling these positions.

### **What is the nature of the work or what is the essential function of the position?**

These positions are the entry level programming staff for DCIM focusing on developing and maintaining code for various in-house build programs at Dane County. These positions have focused in the past on database and programming management for the departments of family court counseling, medical examiner, land and water resources, the airport and highway.

### **How has this function been fulfilled without this position?**

Other DCIM programming specialists have been performing these duties for the most urgent of needs while some projects have been delayed in implementation.

### **What will be the impact on the Department's function and mission if the position remains vacant?**

Departments that are waiting on implementation of new programs or enhanced functionality will continue to wait. Current staff in these positions will continue to see an increased workload that is unsustainable.