



BOARD OF SUPERVISORS County of Dane

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June 26, 2019

TO: Members of the Personnel and Finance Committee

FROM: Karin Peterson Thurlow
Chief of Staff

SUBJECT: Request to Start an Employee Higher than the First Step

The County Board Office has completed a recruitment for the position of Legislative Management Systems Specialist/Policy Analyst. The candidate best suited for the position, Lindsay Menard, would bring a depth of experience to the position, as well as an area of expertise the Office does not now have.

Section 18.25 1(a) of the Dane County Code of Ordinances states, “The first step in the salary range shall be the normal hiring rate, except the County Executive may authorize a higher starting wage when the prospective employee has exceptional qualifications or when effective recruitment requires payment above the minimum of the assigned salary range. For positions in the County Board office, the County Board Chair, with the approval of the Personnel & Finance Committee, may authorize a higher starting wage when the prospective employee has exceptional qualifications or when effective recruitment requires payment above the minimum of the assigned salary range.”

With 7 years of public sector employment, Lindsay has requested a salary higher than the initial step (Step 2) at \$26.60 per hour. Chair Corrigan has indicated a willingness, with Personnel and Finance Committee approval, to offer the position at Step 4 at \$29.15 per hour. This would be less than Lindsay has earned in previous positions, but well in to the salary schedule for this P7 job classification. Lindsay has indicated that she would accept the position if offered at \$29.15 per hour.

I request the Personnel and Finance Committee approve this request.

CC: Greg Brockmeyer, Director of Administration
Amy Utzig, Director of Employee Relations