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3 **2020 RES-192**

4 **AUTHORIZING RECLASSIFICATION OF A VACANT DIETETIC SPECIALIST TO PROCUREMENT SPECIALIST**  
5 **IN CONSOLIDATED FOODS SERVICE**

6 Consolidated Food Service makes and delivers meals to individuals in the Dane County Jail, Badger  
7 Prairie Health Care Center, Juvenile Detention Center, and numerous Senior Centers throughout Dane  
8 County. Consolidated Food Service is requesting to reclassify position #1316, currently classified as a  
9 Dietetic Specialist, to a Procurement Specialist. This position orders and receives delivery of food for a  
10 large scale meal production facility. These duties are not reflective of the Dietetic Specialist  
11 classification.

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13 Consolidated Food Service has requested a reclassification review from Employee Relations and  
14 Employee Relations has recommended that position #1316 be reclassified from a 1.0 FTE Dietetic  
15 Specialist to a 1.0 FTE Procurement Specialist. Reclassification requests on vacant positions require  
16 County Board approval.

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18 Additionally, this position has been vacant for more than six months. County Ordinance 29.52(15)  
19 requires the Personnel and Finance Committee and the County Executive to approve filling  
20 positions that are vacant longer than six (6) months. A long-term vacancy request has also been  
21 completed with this request

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23 **THEREFORE, BE IT RESOLVED** that position #1316 be reclassified from a Dietetic Specialist to a  
24 Procurement Specialist as described above.

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26 **BE IT FURTHER RESOLVED** that position #1316 be approved to fill.