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**2020 RES-238**  
**AUTHORIZING AN EXTENSION OF LTE HOURS**  
**DCDHS – HAA DIVISION**

The Dane County Department of Human Services' (DCDHS) Housing Access and Affordability Division (HAA) has employed a limited term employee (LTE) Clerk III to assist with administrative and planning tasks related to the implementation and ongoing management of various COVID-19 preparedness and response activities to assist individuals and families experiencing homelessness and the agencies that serve this population.

Dane County's Civil Service Ordinance, section 18.16(1)(a), limits limited term employees to 1,200 hours per year. The employee in this position is approaching the limit for LTE's, and DCDHS is requesting an extension of hours to assist with current projects and retain this capacity.

The budget contains sufficient funds to support this position for the remainder of this year.

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors grants an exception to Ordinance 18.16(1)(a) to allow the LTE Clerk III in the Department of Human Services – HAA Division to exceed 1,200 hours in the 2020 payroll year.

BE IT FINALLY RESOLVED that the following expenditure and revenue accounts be adjusted in the DCDHS HAA division.

<u>Expenditures</u>		
80000 10072	LIMITED TERM EMPLOYEES	\$5,834
80000 10108	SOCIAL SECURITY	<u>\$ 446</u>
Total Expenditures		\$6,280
 <u>Revenue</u>		
80000 80002	CARES ACT REVENUE	<u>\$6,280</u>
Total Revenue		\$6,280