



Dane County Department of Human Services

Director – Lynn Green
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JOE PARISI
DANE COUNTY EXECUTIVE

To: Chair and Members of the Personnel and Finance Committee
From: Lynn Green, Director
Re: Approval to fill 1.0 FTE *Project Social Work Supervisor* position
Date: November 12, 2015

County Ordinance 29.52(15) requires the Personnel and Finance Committee, along with the County Executive, to approve filling positions that have been vacant for longer than six months. I am requesting to fill a 1.0 FTE Project Social Work Supervisor position in the Division of Children, Youth, and Families (CYF) at this time. A new recruitment process for candidates must be commenced.

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

This Supervisor will oversee all CYF Division Post-Reunification Support (PS) Program activities. Program participants are children/youth who have been discharged from out-of-home-care to family homes but who continue to need special supports to assure the success of their return placements. Supervisory activities include overseeing social work activities on the cases (42 at present), approving and monitoring expenditures, assuring compliance with State program regulations, and more. Additionally, the Supervisor will support a colleague Social Work Supervisor by performing Child Protective Services (CPS) screening activities and will directly supervise one permanent social worker and two LTE social workers.

How has this function been filled during the vacancy?

A current Social Work Supervisor has been performing the function in addition to her regular duties. However, as the PS program has evolved over the past 18 months and the number of participants has increased, the dual demands have become problematic.

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

PS cases will not receive the quality of supervision which they deserve. And, *the opportunity to use non-GPR PS monies to support the position will be lost.* The position was created predicated upon availability of these monies, and they are in fact available in sufficient amounts to support this position salary and benefits