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2020 RES-227

**AUTHORIZING RECLASSIFICATION OF VACANT SENIOR PROGRAM ANALYST
/MANAGER POSITION TO HUMAN SERVICES PROGRAM ANALYST POSITION
DCDHS – ADMINISTRATION DIVISION**

The Dane County Department of Human Services (DCDHS) - Administration Division has a Senior Program Analyst/Manager (M12) position #121, for which we request a reclassification to a Human Services Program Analyst (P11). This position will continue to be supervised by the Planning & Evaluation Manager. This position will be vacant on October 10, 2020 due to the retirement of the current incumbent. The Department of Administration – Employee Relations Division has recommended approval of this request.

The Senior Program Analyst/Manager position has been a part of the Planning & Evaluation Unit. This position was originally a manager/supervisor position and did supervise staff related to the Community Development Block Grant. The Community Development Block Grant activities and staff are now within our Division of Housing Access and Affordability, not the Planning and Evaluation unit. More recently this position has had responsibility for hiring and supervising an LTE staff support person. When the incumbent retires the Planning and Evaluation Manager will be responsible for hiring and supervising LTEs. Therefore, this position no longer has direct supervision responsibilities.

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors does hereby support and authorize reclassification of the vacant Senior Program Analyst/Manager (M12) position #121 in the Department of Human Services (org code 6039) to a Human Services Program Analyst (P11) position (org code 6039), commensurate with the Department's request and approval of the Department of Administration – Employee Relations Division.