

**DANE COUNTY
POLICY AND FISCAL NOTE**

<input type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No.
Sponsor:		Resolution No. 2019 RES-264
Vote Required:		Ordinance Amendment No. _____
Majority	Two-Thirds	<input checked="" type="checkbox"/>

Title of Resolution or Ord. Amd.:

**AUTHORIZING RECLASSIFICATION OF A VACANT ACCOUNT CLERK POSITION TO
PROGRAM SPECIALIST POSITION DCDHS - ACS DIVISION**

Policy Analysis Statement:

Brief Description of Proposal -

The Department of Human Services - Adult Community Services (ACS) Division has a Account Clerk I position #1797, for which we request a reclassification to a Program Specialist - Aging. This position will be supervised by the Adult Protective Services Program Manager. This position is currently vacant. The Department of Administration – Employee Relations has recommended approval of this request.

Current Policy or Practice -

Changes in position reclassification and modifying position authority require County Board approval.

Impact of Adopting Proposal -

The Account Clerk I position was a part of the DCDHS Long-Term Services Unit, which is no longer an operating unit with the county's transition to Family Care. The work formerly assigned to this position has now been moved to state-contracted managed care organizations (MCO). With the transition to Family Care, the county is witnessing a greater demand to support individuals with Alzheimer's Disease or Related Dementia (ADRD) in the community.

Reclassification of this position to a Program Specialist will provide skill and expertise to work with MCO's and other community agencies to avert and to prevent additional crises involving individuals with ARD's. This reclassified position will deliver supportive services to persons living alone with or at risk for dementia, provide case management for individuals, and act as a consultant to caregivers, to MCOs, the Emergency Services

Fiscal Estimate:

Fiscal Effect (check all that apply) -

- No Fiscal Effect
- Results in Revenue Increase
- Results in Expenditure Increase
- Results in Revenue Decrease
- Results in Expenditure Decrease

Budget Effect (check all that apply)

- No Budget Effect
 - Increases Rev. Budget
 - Increases Exp. Budget
 - Decreases Rev. Budget
 - Decreases Exp. Budget
 - Increases Position Authority
 - Decreases Position Authority
- Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes				
Operating Expenses					Federal				
Contractual Services					State	\$0		\$0	
Capital					Other				
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

The changes result in reclassifications and modifying current position authority. There is no net increase or decrease to position authority.

Prepared By:

Agency:		Division:	
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