

2019 RES-580

**MODIFYING POSITION AUTHORITY IN CHILDREN’S LONG TERM SUPPORT AND
AGING AND DISABILITY RESOURCE CENTER
DCDHS - ACS DIVISION**

Dane County Department of Human Services (DCDHS) is requesting a modification to position authority for one position each in the Children’s Long Term Support (CLTS) program and the Aging and Disability Resource Center (ADRC).

The ADRC currently has an employee who has been employed by DCDHS since the ADRC opened in late 2012. This employee was hired into an Information and Assistance position (position #: 2874) at 0.6 FTE. Due to the increased demands at the ADRC, there is currently a need to increase this position to 1.0 FTE effective June 1, 2020. The employee currently in this position is agreeable to this increase. The ADRC is supported by a grant from the state. The increase in this position fits within the scope and the amount of the ADRC grant.

Late in 2019, the CLTS program recruited for a full-time social work position (position #: 1471). At the conclusion of this recruitment, two candidates were screened in to be interviewed by the department. One of the candidates met the hiring criteria and was selected for the position. The selected candidate requested a schedule of 32 hours per week. The selected candidate is well-qualified and the modified schedule is able to be absorbed within the CLTS program as a whole. Since this staff person will be working less than a 40-hour work week, we are requesting to decrease position authority for position # 1471 to 0.8 FTE effective June 1, 2020.

NOW, THEREFORE, BE IT RESOLVED that position authority in the Human Services Department is increased overall by 0.2 FTE so as to add 0.4 FTE Information and Assistance Specialist to Position #: 2874 (Org 6042) and to decrease by 0.2 FTE Social Worker, Position #:1471 (Org 6044/MUNIS Org 6644) effective 6/1/2020.

BE IT FURTHER RESOLVED that the following revenue accounts are adjusted and that the revenue be credited to the County General Fund and transferred from the General Fund to the following expenditure accounts in the Department of Human Services:

Revenue	Account Number	Account Title	Amount
42000	85100	ADRC	\$17,400
44000	85870	CLTS Revenue	(\$7,500)
		Total	\$9,900
Expenditure	Account Number	Account Title	Amount
44346	10009	Salaries and Wages	(\$6,600)
44346	10099	Retirement	(\$ 500)
44346	10108	Social Security	(\$ 500)
44346	10250	Salary Savings	\$100
42000	10009	Salaries and Wages	\$14,900
42000	10099	Retirement	\$1,200
42000	10108	Social Security	\$1,200
42000	10153	Dental	\$400
42000	10250	Salary Savings	(\$300)
		Total	\$9,900