



Dane County Department of Human Services

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JOE PARISI
DANE COUNTY EXECUTIVE

MEMORANDUM

DATE: September 14, 2023

TO: Chair and Members of the Personnel and Finance Committee

FROM: Nancy Ortegon-Johnson
CYF Staff Development Manager

RE: SW Position 1416 Vacant for More Than Six Months

County Ordinance 29.52 (15) requires the Personnel and Finance Committee and the County Executive to approve filling positions that are vacant longer than (6) months. Social Worker Position 1416 has been vacant for 6 months and needs to be filled.

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

This position provides the full range of juvenile justice related social work activities assigned to County Agencies by state law. They meet with families to identify and prioritize needs and goals and consider appropriate available services. Maintain regular contact with schools, treatment providers and other involved professionals. This position will also assist with training and mentoring of new Youth Justice Social Workers. Provide general documentation support to Social Workers and others Youth Justice staff.

How has this function been fulfilled without these positions?

Duties were covered by other staff

What will be the impact on the Department's function and Mission if these positions remain vacant?

Cases per worker will continue to increase due to the shortage of social workers. Training and mentoring of new Youth Justice Social Workers will be distributed among other Social Workers. This can lead to low morale

and affect retention of current social workers and can affect services offered to the youth and families that we serve.