

TO: Personnel & Finance Committee

FROM: Laura Hicklin

DATE: 1/26/22

RE: Position Vacant for More than Six Months, Position #1552

County Ordinance 29.52(15) requires the Personnel and Finance Committee and the County Executive to approve filling positions that are vacant longer than six months. The Parks Director position (#1552) has been unfilled for more than six months.

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

The Parks Director oversees the Dane County Parks system, a division of the Land & Water Resources Department. The position plans, organizes and directs the programs, operations, services and staff of the Dane County Parks Division. The Parks Division encompasses five (5) primary program areas: 1. Planning & Development, 2. Engagement & Visitor Services, 3. Operations, 4. Natural Areas Management and 5. Forestry. The Parks Director directs and manages related programs and facilities including recreation parks, natural resource areas, forests, historical and cultural sites, wildlife areas, trails and the Lussier Family Heritage Center.

How has this function been fulfilled without this position?

The Deputy Parks Director has served as the Interim Parks Director, which is not sustainable.

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

Having a Parks Director is essential to ensuring that Dane County Parks are managed safely and are available to all residents. The position also helps support other critical county initiatives, such as Yahara River sediment removal, which rely on county parkland for staging and access.