

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 615
Vote Required:		Ordinance Amendment No. _____
Majority _____	Two-Thirds X	

Title of Resolution or Ord. Amd.:

**CREATING 1.0 FTE EMERGENCY ASSISTANCE (EA) AND INCOME MAINTENANCE
ECONOMIC SUPPORT SPECIALIST (ESS) POSITION IN 2019 DCDHS - EAWS DIVISION**

Policy Analysis Statement:

Brief Description of Proposal -

This resolution requests the addition of a 1.0 FTE ESS who will be assigned to 75% contacted duties with Forward Services and 25% IM duties. This collaborative effort between Forward Service, Inc. and Dane County helps to ensure quality customer service and support.

Current Policy or Practice -

Changes in position authority require County Board approval.

Impact of Adopting Proposal -

Forward Service Corporation has contracted with Dane County since 2017 to administer the EA program and staff the front desk at the Job Center for EA and W-2 customers. Forward Service has allotted additional administrative funds in its 2019 EA contract with the county sufficient to fund a .75 FTE ESS in recognition of the contracted workload. Economic Assistance and Work Services (EAWS) has sufficient Income Maintenance (IM) administrative funding for the additional .25 FTE.

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	\$54,700				County Taxes				
Operating Expenses					Federal				
Contractual Services					State	\$13,675			
Capital					Other	\$41,025			
Total	\$54,700	\$0	\$0	\$0	Total	\$54,700	\$0	\$0	\$0

Personnel Impact/FTE Changes:

The position authority in the Human Services Department is increased by 1 FTE in the Economic Assistance & Work Services (EAWS) Division. The costs of the position will be funded by 3rd party revenue from Forward Services, and state funding.

Prepared By:

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