

**DANE COUNTY  
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No. _____
Sponsor: <b>Andrae</b>		Resolution No. _____
Vote Required: Majority <input checked="" type="checkbox"/>		Ordinance Amendment No. _____
Two-Thirds _____	3/4 _____	

Title of Resolution or Ord. Amd.:

## Authorizing an Extension of LTE hours in the District Attorney's Office

**Policy Analysis Statement:**

Brief Description of Proposal -

The District Attorney's Office Deferred Prosecution Unit requests an extension of one LTE position: LTE Case Manager. The absence of the Deferred Prosecution Director (who has been on leave since April 2022) as well a full time case manager on extended medical leave, and the increase in referrals to DPU and rising case manager caseloads, has caused significant demands on staffing resources.

Current Policy or Practice -

Dane County Civil Service Ordinance, section 18.16(1)(a) limits limited term employees to 1200 hours.

Impact of Adopting Proposal -

Resolution will provide staffing needs associated with increased referrals to Deferred Prosecution as well as the ongoing staffing shortage due to the Director being on leave for an undetermined amount of time and a case manager out on extended medical leave.

**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:**

None

**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				
Capital					Other				
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

**Personnel Impact/FTE Changes:**

None

**Prepared By:**

Agency: Dane County District Attorneys Office  
 Prepared by: Kelly Breunig, Operations Manager  
 Reviewed by:

Division: Deferred Prosecution Unit  
 Date: 9/22/22 Phone: 267-8840  
 Date: Phone: