

MEMORANDUM

DATE: November 1, 2022

TO: Chair and Members of the Personnel and Finance Committee

FROM: Cindy Grady, Violence Prevention Supervisor

SUBJECT: Outreach & Response Specialist Positions Vacant more than 6 months – Positions #3384, #3385, #3418

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 (6) months. Three Outreach and Response Specialist positions, #3384, #3385, and #3418 in Public Health Madison & Dane County, were left unfilled for longer than six (6) months. These positions were added as a new positions in the 2022 budget. There is now a need to fill these positions.

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

As part of Public Health's Violence Intervention Program, these positions will provide direct outreach, safety planning and case management services to individuals who have engaged in violence, or may be at risk of committing future violence. These positions are necessary to properly identify and assist individuals who are seeking help and resources to be able to avoid committing acts of violence or retaliatory violence.

How has this function been fulfilled without this position?

The functions of these positions have not been fulfilled yet, as the Violence Intervention Program is new. We are also currently recruiting for a Violence Intervention & Outreach Coordinator position, which is the first position to be hired for program implementation.

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

The Outreach and Response Specialists are an integral part of the Violence Intervention Program. Without these positions, no services or outreach will be provided to individuals who have engaged in, or may commit, violence.