



Laura M. Hicklin, Director  
Joe Parisi, Dane County Executive

Administration • Dane County Parks • Lake Management • Land Conservation • Water Resource Engineering • Watersheds & Ecosystem Services

DATE: August 21, 2024  
TO: Personnel & Finance Committee  
FROM: Laura Hicklin, Land & Water Resources Department  
RE: **Request to fill position #3224, Deputy Parks Director**

The Deputy Parks Director in the Dane County Parks Division of the Land & Water Resources Department has been vacant for more than 6 months and the Department would like to fill it. 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.

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

This position is an important component of the Dane County Parks leadership team that oversees all Dane County Parks.

**How has the function been fulfilled without this position?**

The Parks Director has assumed the duties but given the vacancy there are many projects and programs that are difficult to advance and staff in natural areas and forestry have gone with out the full support they need to be most successful in their jobs. The vacancy creates additional stress on staff that must provide additional on-call coverage due to the vacancy.

**What will the impact on the Department's function and mission?**

Dane County Parks, as the largest county park system in the State, can better realize our function and mission when this position is filled.