

AUTHORIZING RECLASSIFICATION OF THE SUSTAINABILITY AND PROGRAM
EVALUATION COORDINATOR TO POLICY ANALYST IN THE COUNTY BOARD OFFICE

The Dane County Board Office requests reclassification of the vacant Sustainability and Program Evaluation Coordinator (#2822, M12) to the new classification of Policy Analyst (P10).

The Department of Administration—Employee Relations Division granted approval for this reclassification on May 27, 2025.

The organizational chart of the County Board Office has evolved to meet the current needs of the Dane County Board. This position reclassification better reflects the responsibilities and structure of this policy position located within the Policy, Outreach, and Communications Division of the County Board Office, and will help increase transparency in the hiring process.

The Policy Analyst position, reporting to the Manager of Policy, Outreach, and Communications, will be responsible for conducting research and analysis, developing policy recommendations, and drafting legislation to support the Board in fulfilling its policy-making duties.

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors authorizes the reclassification of position #2822 from Sustainability and Program Evaluation Coordinator (M12) to the new classification of Policy Analyst (P10), commensurate with the Department of Administration—Employee Relations Division recommendation.