

**DANE COUNTY  
POLICY AND FISCAL NOTE**

|                                                             |                                 |                               |
|-------------------------------------------------------------|---------------------------------|-------------------------------|
| <input checked="" type="checkbox"/> Original                | <input type="checkbox"/> Update | Substitute No. _____          |
| Sponsor: Supervisor Andrae                                  |                                 | Resolution No. 2024 RES-184   |
| Vote Required: Majority <input checked="" type="checkbox"/> |                                 | Ordinance Amendment No. _____ |
| Two-Thirds <input type="checkbox"/>                         | 3/4 <input type="checkbox"/>    |                               |

Title of Resolution or Ord. Amd.:

**AUTHORIZING EXTENSION OF TIME FOR LIMITED TERM EMPLOYEE IN THE SHERIFF'S OFFICE**

**Policy Analysis Statement:**

Brief Description of Proposal -

The Sheriff's Office employs limited term employees (LTE) in the Weapon Screening Unit at the Dane County Courthouse for security screening coverage that is essential in maintaining the safety of staff and the public who use the Courthouse. The Sheriff's Office is requesting the County Board grant an exception to Dane County Ordinance 18.16 to permit one LTE to exceed 1,200 hours by up to 120 hours, for payroll year 2024.

Current Policy or Practice -

Exceptions to Dane County Ordinance 18.16 requires County board approval.

Impact of Adopting Proposal -

Adopting this resolution will permit an LTE employed by the Sheriff's Office, Weapon Screener Unit, to exceed 1,200 hours in payroll year 2024, for up to an additional 120 hours. The additional 120 hours of LTE time provides the necessary staffing coverage required for the effective operation of the Weapon Screening Unit until staff vacancies are filled.

**Fiscal Estimate:**

|                                                                     |                                                       |
|---------------------------------------------------------------------|-------------------------------------------------------|
| <u>Fiscal Effect (check all that apply) -</u>                       | <u>Budget Effect (check all that apply)</u>           |
| <input type="checkbox"/> No Fiscal Effect                           | <input checked="" type="checkbox"/> No Budget Effect  |
| <input type="checkbox"/> Results in Revenue Increase                | <input type="checkbox"/> Increases Rev. Budget        |
| <input checked="" type="checkbox"/> Results in Expenditure Increase | <input type="checkbox"/> Increases Exp. Budget        |
| <input type="checkbox"/> Results in Revenue Decrease                | <input type="checkbox"/> Decreases Rev. Budget        |
| <input type="checkbox"/> Results in Expenditure Decrease            | <input type="checkbox"/> Decreases Exp. Budget        |
|                                                                     | <input type="checkbox"/> Increases Position Authority |
|                                                                     | <input type="checkbox"/> Decreases Position Authority |
|                                                                     | Note: if any budget effect, 2/3 vote is required      |

**Narrative/Assumptions about long range fiscal effect:**

The expenditure increase is estimated at 120 hours at \$24.83/hour for a total cost of \$2,979.60

**Expenditure/Revenue Changes:**

|                      | Current Year |          | Annualized |          |              | Current Year |          | Annualized |          |
|----------------------|--------------|----------|------------|----------|--------------|--------------|----------|------------|----------|
|                      | Increase     | Decrease | Increase   | Decrease |              | Increase     | Decrease | Increase   | Decrease |
| Expenditures -       |              |          |            |          | Revenues -   |              |          |            |          |
| Personal Services    | \$2,980      |          |            |          | County Taxes |              |          |            |          |
| Operating Expenses   |              |          |            |          | Federal      |              |          |            |          |
| Contractual Services |              |          |            |          | State        |              |          |            |          |
| Capital              |              |          |            |          | Other        |              |          |            |          |
| Total                | \$2,980      | \$0      | \$0        | \$0      | Total        | \$0          | \$0      | \$0        | \$0      |

**Personnel Impact/FTE Changes:**

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**Prepared By:**

|                                                   |                                      |
|---------------------------------------------------|--------------------------------------|
| Agency: Sheriff's Office                          | Division: Support Services Division  |
| Prepared by: Lillian Radivojevich                 | Date: 10/21/24 Phone: (608) 284-4801 |
| Reviewed by: Christopher J. Nygaard, Chief Deputy | Date: 10/21/24 Phone: (608) 284-6167 |