

1 62-062022

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3 **RESOLUTION: Amend the Table of Organization for Winnebago County Department of**  
4 **Human Services to Eliminate Two Part-time Administrative Associate**  
5 **Positions and Add One Full-Time Administrative Associate IV Position.**  
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8 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

9 **WHEREAS**, there have been long term vacancies within Department of Human Services, and part-time  
10 positions in particular have been difficult to fill; and

11 **WHEREAS**, one full time administrative associate position will meet public services needs for juvenile intake  
12 services as well as maintain current job responsibilities

13 **WHEREAS**, the Department of Human Services wishes to combine two part time positions.  
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15 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
16 amends the Table of Organization for the Winnebago County Department of Human Services, Child Welfare Division  
17 by eliminating one part time Administrative Associate III position and amends the Table of Organization for the  
18 Winnebago County Department of Human Services, Administrative Services Division by eliminating one part-time  
19 Administrative Associate IV position and adding one full-time Administrative Associate IV.  
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21 *Fiscal Impact: No budget transfer is required. Ongoing wage costs will be approximately \$1,914 per year higher due*  
22 *to replacement of the Administrative Associate III part-time hours with hours paid at the Administrative Associate IV*  
23 *level.*  
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25 Respectfully submitted by:

26 **HUMAN SERVICES BOARD**

27 Committee Vote: **9-0**

28 Respectfully submitted by:

29 **PERSONNEL AND FINANCE COMMITTEE**

30 Committee Vote: **4-0**

31 Vote Required for Passage: **Majority of Those Present**  
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33 Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2022.  
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35 \_\_\_\_\_  
36 Jonathan D. Doemel  
37 Winnebago County Executive