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3 **RESOLUTION:** Add .5 FTE grant-funded Legal Secretary position to the
4 Organization Chart of the District Attorney's Office as outlined in the
5 Safe Streets Misdemeanor Drug Diversion Program
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8 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**
9

10 **WHEREAS**, the Winnebago County District Attorney's Office has received a Safe Streets Misdemeanor
11 Drug Diversion Program Grant, which is a three-year grant; and
12

13 **WHEREAS**, there is the need for a half-time Legal Secretary within the Winnebago County District
14 Attorney's Office; and
15

16 **WHEREAS**, there currently exists a half-time Legal Secretary position within the District Attorney's
17 Office; and
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19 **WHEREAS**, the newly created half-time grant-funded Legal Secretary position will be added onto the
20 existing half-time Legal Secretary position resulting in one (1) full-time Legal Secretary position, of which 50%
21 of all associated costs will be covered by the grant monies. The additional half-time grant-funded position will
22 exist as long as grant funds continue to cover the costs of the position;
23

24 **NOW, THEREFORE, BE IT RESOLVED**, by the Winnebago County Board of Supervisors, that a half-
25 time position of Legal Secretary be, and hereby is created within the District Attorney's Office; and
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27 **BE IT FURTHER RESOLVED**, by the Winnebago County Board of Supervisors that funds to cover the
28 cost of this new half-time position will be fully covered by grant monies.
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30 Submitted by,

31 **PERSONNEL & FINANCE COMMITTEE**
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38 Committee Vote: **4-0**
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40 Vote Requirement for Passage:
41 **Two-Thirds of Membership**
42

43 Approved by the Winnebago County Executive this _____ day of _____, 2010.
44

45 _____
46 Mark L. Harris
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