

2 **RESOLUTION: Amend the Table of Organization for the Winnebago County Human**  
3 **Services Department to Add One Full-Time Division Manager—**  
4 **Administrative Services Position**

7 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

8 **WHEREAS**, the Deputy Director of Human Services position was recently filled through an internal  
9 promotion, following retirement of the former Deputy Director; and

10 **WHEREAS**, the former Deputy Director of Human Services also served in the role of Division Manager of the  
11 Administrative Services Division; and

12 **WHEREAS**, the Deputy Director of Human Services has significant responsibilities in the areas of providing  
13 leadership to all five department divisions, coordinating services among divisions, and strategic planning for the  
14 department as a whole; and

15 **WHEREAS**, these duties require the full-time attention of the Deputy Director, thus necessitating that  
16 leadership of the Administrative Services Division be assigned to a separate position; and

17 **WHEREAS**, it is anticipated that a new Division Manager–Administrative Services position will be filled  
18 through internal promotion, and that after personnel moves are completed a full-time position will be left unfilled so  
19 that a budget transfer will not be necessary to fund the new Division Manager position.

20 **NOW, THEREFORE, BE IT RESOLVED**, by the Winnebago County Board of Supervisors, that the Table of  
21 Organization for the Winnebago County Human Services Department, Administrative Services Division, is amended  
22 by adding one full-time Division Manager – Administrative Services position  
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25 Respectfully submitted by:

26 **HUMAN SERVICES BOARD**

27 Committee Vote: **7-0**

28 Respectfully submitted by:

29 **PERSONNEL AND FINANCE COMMITTEE**

30 Committee Vote: **3-0**

31 Vote Required for Passage: **Majority of Those Present**

33 Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2020.

36 \_\_\_\_\_  
37 Mark L Harris  
38 Winnebago County Executive