

A G E N D A
PERSONNEL COMMITTEE
OCTOBER 7, 2009

1) Referral from the Criminal Justice Committee:

Probation:

Request to fill the vacant position of Probation Supervisor, base salary of \$54,788, Employee No. 9111, due to resignation. The Notice of Intent to Fill Vacant Position is attached.

2) Referrals from the Social Services Committee:

A) Creating the position of Deputy Commissioner, base salary of \$60,000, effective November 1, 2009; thereby amending the Department's Table of Organization.

B) Request to fill the vacant position of Deputy Commissioner, base salary of \$60,000, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.

C) Creating the position of Social Services Investigator, base salary of \$31,900, Grade 11, effective November 1, 2009 and abolishing the position of Director of Case Management Services, base salary of \$61,242; thereby amending the Department's Table of Organization.

D) Request to fill the vacant position of Social Services Investigator, base salary of \$31,900, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.

E) Creating the position of Keyboard Specialist, base salary of \$23,390, Grade 3, effective November 1, 2009; thereby amending the Department's Table of Organization.

F) Request to fill the vacant position of Keyboard Specialist, base salary of \$23,390, Grade 3, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.

G) Creating the position of Medicaid Clerk, base salary of \$25,470, Grade 5, effective November 1, 2009; thereby amending the Department's Table of Organization.

H) Request to fill the vacant position of Medicaid Clerk, base salary of \$25,470, Grade 5, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.

I) Creating the position of Social Welfare Examiner, base salary of \$29,199, Grade 8 and abolishing the position of Principal Social Welfare Examiner, base salary of \$41,259, Grade 15, effective November 1, 2009; thereby amending the Department's Table of Organization.

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- J)** Request to fill the vacant position of Social Welfare Examiner, base salary of \$29,199, Grade 8, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.
- K)** Creating the position of Social Welfare Examiner, base salary of \$29,199, Grade 8 and abolishing the position of Senior Social Welfare Examiner, base salary of \$36,876, Grade 11, effective November 1, 2009; thereby amending the Department's Table of Organization.
- L)** Request to fill the vacant position of Social Welfare Examiner, base salary of \$29,199, Grade 8, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.
- M)** Creating the position of Social Welfare Examiner, base salary of \$29,199, Grade 8 and abolishing the position of Senior Social Welfare Examiner, base salary of \$36,876, Grade 11, effective November 1, 2009; thereby amending the Department's Table of Organization.
- N)** Request to fill the vacant position of Social Welfare Examiner, base salary of \$29,199, Grade 8, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.
- O)** Creating a position to a Social Welfare Examiner, base salary of \$29,199, Grade 8 and abolishing the position of Principal Social Welfare Examiner, base salary of \$41,759, Grade 15, effective November 1, 2009; thereby amending the Department's Table of Organization.
- P)** Request to fill the vacant position of Social Welfare Examiner, base salary of \$29,199, Grade 8, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.
- Q)** Creating a position to a Social Welfare Examiner, base salary of \$29,199, Grade 8 and abolishing the position of Senior Social Welfare Examiner, base salary of \$33,604, Grade 11, effective November 1, 2009; thereby amending the Department's Table of Organization.
- R)** Request to fill the vacant position of Social Welfare Examiner, base salary of \$29,199, Grade 8, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.
- S)** Creating a position to a Social Welfare Examiner, base salary of \$29,199, Grade 8 and abolishing the position of Senior Social Welfare Examiner, base salary of \$35,551, Grade 11, effective November 1, 2009; thereby amending the Department's Table of Organization.

- T)** Request to fill the vacant position of Social Welfare Examiner, base salary of \$29,199, Grade 8, effective November 1, 2009, due to creation. The Notice of Intent to Fill Vacant Position is attached.

- U)** Request to fill the vacant position of Van Driver, base salary of \$22,987, Grade 2, Employee No. 10643, due to resignation. The Notice of Intent to Fill Vacant Position is attached.

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Probation

Title of Position Probation Supervisor

Base salary \$54,788

Budget code and title A.3140 Probation

This position is vacated due to: Retirement Resignation Termination Promotion
 Other

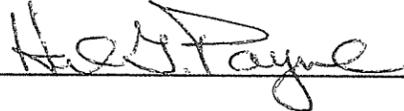
Employee No. 9111

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Criminal Justice Date 9/25/09

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature 

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Criminal Justice Date 9/25/09

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature 

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date _____

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

Personnel Committee presentation for October 7th, 2009

The Social Services Committee has approved my reorganizational structure. As part of this I will need to create positions at a lower level for cost savings. This will also lead to abolishment of positions. These are as follows:

Create:.	Abolish:
3 SWE in MA	Principal SWE in Chronic Care
	Senior Social Welfare Examiner in HEAP
	Senior Social Welfare Examiner in Intake
2 SWE in Employment	Principal SWE in HEAP/Employment
	Senior Social Welfare Examiner in TA
1 SWE in Day Care	Senior Social Welfare Examiner in Day Care
1 Social Services Investigator	Director of Case Management Services
1 Deputy Commissioner	Director of Social Services
1 MA Clerk	
1 Keyboard Specialist	

As part of my reorganizational structure, I was requested to abolish two Director Positions. I am willing to do this but not until I have a successful search for a Deputy Commissioner and have filled the position. I need time for training and transition of staff and would like to implement the plan in increments. First I would like permission to fill all positions, but permission not to abolish the positions associated with them. I will not start filling them until I advertise recruit and hire a Deputy Commissioner. As I fill I will abolish those titles associated with them. There will then be training needs, because there will be an enormous amount of shifting that will impact the entire Department especially the eligibility area. I will be moving people and transitioning them as we move into the new building and hope to have the entire plan in place by January 1, 2010. Please remember there are two positions in addition that will be abolished in March.

March Creations	March Abolishment's
Director of Child Support Enforcement and Fraud	Supervising Support Investigator
	Caseworker

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Deputy Commissioner
- (b) Annual **Base** Salary (and Grade if Applicable): \$60,000
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.02 A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have administrative support
- (h) Is there expected revenue from this position? If so, please explain: No

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Deputy Commissioner

Base salary \$60,000

Budget code and title A. 6010 40.02

This position is vacated due to: Retirement Resignation Termination

Employee No.

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services

Date 9/29/09

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature

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SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services

Date 9/29/09

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Social Services Investigator
- (b) Annual Base Salary (and Grade if Applicable): \$31,900, Grade 11 plus longevity
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Director of Case Management Services \$61,242
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.14 A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have more fraud investigators
- (h) Is there expected revenue from this position? If so, please explain: Yes, we get reimbursed at 82%

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Social Services Investigator Base salary \$31,900
plus longevity(\$6272)

Budget code and title A. 6010 110 40.03

This position is vacated due to: Retirement Resignation Termination

Employee No. ~~1241~~

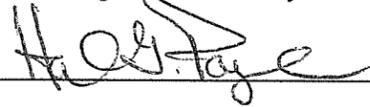
COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature _____



SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Keyboard Specialist
- (b) Annual **Base** Salary (and Grade if Applicable): \$23,390 plus longevity (\$409), Grade 3
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.06 A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have more food stamp clerical staff
- (h) Is there expected revenue from this position? If so, please explain: Yes, we get reimbursed at 69%

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RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Keyboard Specialist Base salary \$23,390 plus
longevity (\$409)

Budget code and title A. 6010 40.06

This position is vacated due to: Retirement Resignation Termination

Employee No.

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature 

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

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RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Medicaid Clerk
- (b) Annual Base Salary (and Grade if Applicable): \$25,470 plus longevity (\$444), Grade 5
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.03 A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have more medicaid staff
- (h) Is there expected revenue from this position? If so, please explain: Yes, we get reimbursed at 100%

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position MA Clerk

Base salary \$25,470 plus longevity
(\$444)

Budget code and title A. 6010 40.03

This position is vacated due to: Retirement Resignation Termination

Employee No.

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services

Date 9/29/09

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature



SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services

Date 9/29/09

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Social Welfare Examiner
- (b) Annual **Base** Salary (and Grade if Applicable): \$29,199 plus longevity (\$5009), Grade 8
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Pincipal Social Welfare Examiner Grade 15 (\$41259)
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.03A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have more Medicaid staff
- (h) Is there expected revenue from this position? If so, please explain: Yes, we get reimbursed at 100%

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Social Welfare Examiner Base salary \$29,199
plus fringe (\$5005)

Budget code and title A. 6010 40.03

This position is vacated due to: Retirement Resignation Termination

Employee No. ~~6228~~

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature 

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Social Welfare Examiner
- (b) Annual **Base** Salary (and Grade if Applicable): \$29,199 plus longevity (\$5009), Grade 8
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Senior Social Welfare Examiner Grade 11 (\$36876)
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.01 A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have more day care staff
- (h) Is there expected revenue from this position? If so, please explain: Yes, we get reimbursed at 80%

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Social Welfare Examiner Base salary \$29,199
plus fringe (\$5005)

Budget code and title A. 6010 40.03

This position is vacated due to: Retirement Resignation Termination

Employee No. ~~0000~~

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

- The Commissioner has no objection to the filling of the vacancy.
 The Commissioner objects to the filling of the vacancy.

Commissioner Signature



SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

- The Personnel Committee has no objection to the filling of the vacancy.
 The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Social Welfare Examiner
- (b) Annual **Base** Salary (and Grade if Applicable): \$29,199 plus longevity (\$5009), Grade 8
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Senior Social Welfare Examiner Grade 11 (\$36876)
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.00 A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have more employment staff
- (h) Is there expected revenue from this position? If so, please explain: Yes, we get reimbursed at 59%

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Social Welfare Examiner Base salary \$29,199
plus fringe (\$5005)

Budget code and title A. 6010 40.03

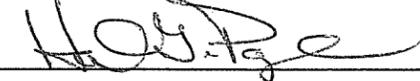
This position is vacated due to: Retirement Resignation Termination

Employee No. ~~0000~~

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

- The Commissioner has no objection to the filling of the vacancy.
 The Commissioner objects to the filling of the vacancy.

Commissioner Signature 

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

- The Personnel Committee has no objection to the filling of the vacancy.
 The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Social Welfare Examiner
- (b) Annual **Base** Salary (and Grade if Applicable): \$29,199 plus longevity (\$5009), Grade 8
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Pincipal Social Welfare Examiner \$41,759.00 Grade 15
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.06 A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have more employment staff
- (h) Is there expected revenue from this position? If so, please explain: Yes, we get reimbursed at 69%

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Social Welfare Examiner Base salary \$29,199
plus fringe (\$5005)

Budget code and title A. 6010 40.03

This position is vacated due to: Retirement Resignation Termination

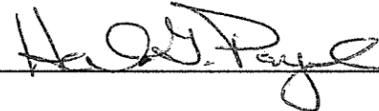
Employee No. ~~0000~~

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

- The Commissioner has no objection to the filling of the vacancy.
 The Commissioner objects to the filling of the vacancy.

Commissioner Signature _____



SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

- The Personnel Committee has no objection to the filling of the vacancy.
 The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Social Welfare Examiner
- (b) Annual **Base** Salary (and Grade if Applicable): \$29,199 plus longevity (\$5009), Grade 8
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Senior Social Welfare Examiner Grade 11 (\$33,604)
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.12 A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have more medicaid staff
- (h) Is there expected revenue from this position? If so, please explain: Yes, we get reimbursed at 100%

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Social Welfare Examiner Base salary \$29,199
plus fringe (\$5005)

Budget code and title A. 6010 40.03

This position is vacated due to: Retirement Resignation Termination

Employee No. ~~6000~~

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

- The Commissioner has no objection to the filling of the vacancy.
 The Commissioner objects to the filling of the vacancy.

Commissioner Signature 

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

- The Personnel Committee has no objection to the filling of the vacancy.
 The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Social Services

DATE: September 29, 2009

- (a) Title of Requested Position: Social Welfare Examiner
- (b) Annual **Base** Salary (and Grade if Applicable): \$29,199 plus longevity (\$5009), Grade 8
- (c) Effective Date for New Position:* 11/1/09
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Senior Social Welfare Examiner Grade 11 (\$35,551)
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: 40.03 A. 6010
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: Yes, we need to have more medicaid staff
- (h) Is there expected revenue from this position? If so, please explain: Yes, we get reimbursed at 100%

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Social Welfare Examiner Base salary \$29,199
plus fringe (\$5005)

Budget code and title A. 6010 40.03

This position is vacated due to: Retirement Resignation Termination

Employee No. ~~6018~~

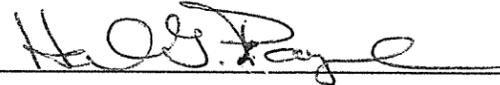
COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature



SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 9/29/09

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Social Services

Title of Position Van Driver

Base salary \$22,897

Budget code and title A. 6010 110 40.03

This position is vacated due to: Retirement Resignation Termination

Employee No. 10643

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Social Services

Date 9/21/09

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature



SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services

Date 9/21/09

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

Additional Positions to be Abolished

Tab #	Department	Position to Abolish	2010 Salary	Plus 2010 Estimated Fringe	Less Projected Unemployment Costs	Less Projected Revenue	Approx. 2010 Cost Savings to County	Notes	PO S	New Savings Total (Approx)
	10/6/2009									
	Clerk of Legislative Board	Legislative Office Specialist	\$ 32,090.00	\$ 16,397.00	\$ 8,825.00	\$ -	\$ 39,662.00	Proposal Accepted by Department Head	1	\$ 39,662.00
	Countryside	Abolish Case Manager	\$ 39,420.00	\$ 12,626.00	\$ 10,530.00	\$ 26,023.00	\$ 15,493.00	Abolished with Resolution #621 of 2009	1	\$ 15,493.00
		Abolish FT Activities Director	\$ 39,085.00	\$ 17,716.00	\$ 10,530.00	\$ 28,400.50	\$ 17,870.50	Abolished with Resolution #621 of 2009	1	\$ 17,870.50
	District Attorney	Typist	\$ 26,980.00	\$ 10,281.00	\$ 7,420.00	\$ -	\$ 29,841.00	Proposal Accepted by Department Head	1	\$ 29,841.00
		Investigator	\$ 36,123.00	\$ 7,959.00	\$ 9,934.00	\$ -	\$ 34,148.00	Proposal Accepted by Department Head	1	\$ 34,148.00
1	DPW - Parks & Rec	Director	\$ 67,974.00	\$ 17,708.00	\$ 10,530.00	\$ -	\$ 75,152.00	Alternative Plan Attached	0	\$ 67,974.00
2	Health Services	Fiscal Manager	\$ 51,804.00	\$ 23,345.00	\$ 10,530.00	\$ -	\$ 64,619.00	Alternative Plan Attached	2	\$ 159,834.00
		Office Specialist	\$ 34,609.00	\$ 20,104.00	\$ 9,517.00	\$ -	\$ 45,196.00	Abolished with Resolution #621 of 2009	1	\$ 45,196.00
3	Information Technology	Director	\$ 78,963.00	\$ 28,177.00	\$ 10,530.00	\$ 26,745.00	\$ 69,865.00	Alternative Plan Attached	1	\$ 106,700.00
		To Be Determined	\$ 40,000.00	\$ 12,735.00	\$ 10,530.00	\$ 10,528.00	\$ 31,677.00			
4	Office for the Aging	Part Time Food Service Helper	\$ 16,506.00	\$ 3,111.00	\$ 4,264.00	\$ -	\$ 15,353.00	Alternative Plan Attached	0	\$ 15,250.00
	Office of Emergency Services	4th EMS Deputy Coordinator	\$ 2,999.00	\$ 229.00	\$ -	\$ -	\$ 3,228.00	Proposal Accepted by Department Head. Leave position in, but unfunded.	1	\$ 3,228.00
5	Personnel/Human Resources	Personnel Technician	\$ 43,703.00	\$ 13,390.00	\$ 10,530.00	\$ -	\$ 46,563.00	Alternative Plan Attached -		
		Admin Assistant	\$ 30,759.00	\$ 10,873.00	\$ 8,459.00	\$ -	\$ 33,173.00	Potential Savings \$72,764	1	\$ 72,764.00
6	Planning	Asst. Director	\$ 62,753.00	\$ 22,177.00	\$ 10,530.00	\$ 62,040.00	\$ 12,360.00	Alternative Plan Attached - Potential Savings \$63,240	0	\$ 63,240.00
	Sheriff	Abolish Major-create Lieutenant	\$ 7,628.00		\$ -	\$ -	\$ 7,628.00	Proposal Accepted by Department Head	0	\$ 7,628.00
	Social Services	Supervising Support Investigator	\$ 44,703.00	\$ 13,622.00	\$ -	\$ 19,841.00	\$ 28,863.00	Retirement March 2010. Proposed and Accepted by Dept Head	1	\$ 28,863.00
		Caseworker #22. 100% reimbursed	\$ 42,577.00	\$ 19,235.00	\$ -	\$ 61,812.00	\$ -	Retirement March 2010. Proposed and Accepted by Dept Head	1	\$ -
		Intake Clerk #3	\$ 24,480.00	\$ 9,810.00	\$ 6,732.00	\$ 14,443.00	\$ 13,115.00	Abolished with Resolution #621 of 2009	1	\$ 13,115.00
		Social Services Attorney	\$ 71,883.00		\$ 10,530.00	\$ 57,506.00	\$ -	Included in Reorganization	0	\$ -
7		Reorganization of Dept. Organization Chart	\$ 130,000.00	\$ -	\$ -	\$ 41,846.00	\$ 88,154.00	Reorganization Plan Attached	0	\$ 88,154.00
	Veterans	Sr. Typist	\$ 30,565.00	\$ 6,707.00	\$ 8,405.00	\$ -	\$ 28,867.00	Proposal Accepted by Department Head	1	\$ 28,867.00

