

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Katherine Luster
INITIATED BY



Tera O'Connor, HSD Deputy Director
DRAFTED BY

Human Services Board
SUBMITTED BY

December 15, 2020
DATE DRAFTED

AUTHORIZING TEMPORARY DOUBLE-FILL OF SUBSTITUTE CARE
SUPERVISOR

1 **WHEREAS**, the current Child Protective Services Substitute Care Supervisor has worked for the
2 county for 28 years and oversees tasks related to CPS out of home care and family find connections;
3 and,
4

5 **WHEREAS**, the supervisor is retiring effective February 28, 2021; and,
6

7 **WHEREAS**, this supervisor is responsible for unique tasks that other supervisors are not currently
8 responsible for; and,
9

10 **WHEREAS**, a period of double filling of this position will allow a newly hired supervisor to have
11 access to training from a long time supervisor with systemic knowledge and skills; and,
12

13 **WHEREAS**, the Human Services Department has sufficient funds in the Child Protective Services
14 program account to pay for the overlap position; and,
15

16 **WHEREAS**, the Human Services Department requests the County Board permit a temporary double-fill
17 of this supervisor position effective January 25th, 2020 and extending until the current supervisor retires
18 on February 28th, 2021.
19

20 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
21 assembled this 14th day of January, 2021 does hereby authorize the temporary double fill of
22 one Human Services Supervisor I position from January 25, 2021 to February 28, 2021.

Respectfully submitted,

HUMAN SERVICES BOARD

/s/Brian Knudson
Brian Knudson, Chair

/s/Angelina Reyes
Angelina Reyes

/s/Sally Jean Weaver-Landers
Sally Jean Weaver-Landers, Vice Chair

/s/Kathy Schulz
Kathy Schulz

/s/Pam Bostwick
Pam Bostwick

/s/Shirley Williams
Shirley Williams

/s/Ashley Kleven
Ashley Kleven

/s/Kaelyb Lokrantz
Kaelyb Lokrantz

/s/J. Russell Podzilni
J. Russell Podzilni

Authorizing Temporary Double-fill of Substitute Care Supervisor
Page 2

FISCAL NOTE:

If vacancy savings don't cover the cost of the double-fill, a transfer may be required.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

Authorizing Temporary Double-fill of Substitute Care Supervisor

This resolution authorizes the Human Services Department to temporarily double-fill a Child Protective Services Substitute Care Supervisor position who has worked for the Department for 28 years and is retiring as of February 28, 2021. The double-fill would significantly assist in meeting the training needs of a new supervisor. This supervisor performs many unique tasks that other supervisors do not perform and has years of systemic knowledge to relay to a new person. This position has a primary lead in the CPS area for out-of-home care administrative codes and family find connections. This would be temporary double-fill from approximately 1/25/21 through 2/28/21. There is adequate funding in the CPS personnel budget to cover the increased cost.