

RESOLUTION NO. 2019-117

RESOLUTION BY THE FINANCE AND HUMAN RESOURCES COMMITTEE AUTHORIZING THE RECLASSIFICATION OF ONE FTE NON-REPRESENTED EXEMPT E020 PURCHASING COORDINATOR TO ONE FTE NON-REPRESENTED EXEMPT E050 PURCHASING MANAGER AND RECLASSIFICATION OF ONE FTE NON-REPRESENTED NON-EXEMPT N060 ACCOUNTING TECHNICIAN – FINANCE TO ONE FTE NON-REPRESENTED NON-EXEMPT N070 PAYROLL TECHNICIAN EFFECTIVE MARCH 2, 2020

To the Honorable Members of the Racine County Board of Supervisors:

BE IT RESOLVED by the Racine County Board of Supervisors that the reclassification of one (1) FTE Non-Represented Exempt E050 Purchasing Manager and the reclassification of one (1) FTE Non-Represented Non-Exempt N060 Accounting Technician – Finance to one (1) FTE Non-Represented Non-Exempt N070 Payroll Technician, effective March 2, 2020, as set forth in Exhibit "A" that is attached hereto, within the Finance Department, is authorized and approved.

Respectfully submitted,

1st Reading _____

FINANCE AND HUMAN RESOURCES COMMITTEE

2nd Reading _____

BOARD ACTION

Robert N. Miller, Chairman

Adopted _____

For _____

Against _____

Absent _____

Brett A. Nielsen, Vice-Chairman

VOTE REQUIRED: 2/3 M.E.

Q.A. Shakoor, II, Secretary

Prepared by: Corporation Counsel

Janet Bernberg

John A. Wisch

Mike Dawson

Thomas Pringle

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____

Vetoed: _____

Date: _____,

Jonathan Delagrave, County Executive

4 **INFORMATION ONLY**

5
6 **WHEREAS**, when the 2020 Budget was prepared, presented, and approved, the
7 Finance Department was unaware a Staff Accountant planned to retire on December
8 20, 2019; and

9
10 **WHEREAS**, in addition, the Finance Department's Purchasing Coordinator, has
11 recently taken a position within a different department; and

12
13 **WHEREAS**, the Finance Department took the opportunity to review and assess
14 the full department to ensure it is properly staffed and organized in the most efficient
15 manner to accomplish the goals and responsibilities of the department; and

16
17 **WHEREAS**, as a result of this assessment, the Finance Department has
18 determined that the Purchasing function's responsibilities should be expanded in order
19 to best meet the requirements of the County's procurement policies and procedures;
20 and

21
22 **WHEREAS**, the Finance Department has revised the job description and is
23 requesting the reclassification of this position from an E020 Purchasing Coordinator to
24 an E050 Purchasing Manager; and

25
26 **WHEREAS**, this upgrade will allow the Finance Department the opportunity to
27 seek a candidate with more extensive purchasing experience; and

28
29 **WHEREAS**, the Finance Department is also requesting Board approval to
30 reclassify the current N60 Accounting Technician position to an N70 Payroll Technician;
31 and

32
33 **WHEREAS**, the responsibilities of this position have been realigned and the job
34 description has been updated accordingly; and

35
36 **WHEREAS**, this upgrade will allow the Finance Department to better distribute
37 the workload within the Payroll department; and

38
39 **WHEREAS**, the savings resulting from these temporary vacancies will more than
40 offset the added costs of the reclasses of the two positions within the Finance
41 Department.

