

RESOLUTION NO. 2023-89

RESOLUTION BY THE FINANCE AND HUMAN RESOURCES COMMITTEE AUTHORIZING CREATION OF 5 FTE NON-REP NON-EXEMPT N036 PUBLIC INFORMATION COUNTER CLERKS, 1 FTE NON-REP NON-EXEMPT N036 PROPERTY ROOM CLERICAL CLERK, AND SHIFT PREMIUM PAY EFFECTIVE MARCH 23, 2024 AND THE TRANSFER OF FUNDS WITHIN THE 2024 SHERIFF BUDGET

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

BE IT RESOLVED by the Racine County Board of Supervisors that the creation of five FTE Non-rep Non-exempt N036 Public Information Counter Clerks and one FTE Non-rep Non-exempt N036 Property Room clerical Clerk effective March 23, 2024, as set forth in Exhibit "A," that is attached hereto, within the 2024 Sheriff's Budget is authorized and approved; and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the transfer of funds, which includes the ability to pay shift premiums, as set forth in Exhibit "B," that is attached hereto, within the 2024 Sheriff Budget is authorized and approved.

Respectfully submitted,

1st Reading \_\_\_\_\_

FINANCE AND HUMAN RESOURCES COMMITTEE

2nd Reading \_\_\_\_\_

BOARD ACTION

\_\_\_\_\_  
Donald J. Trottier, Chairman

Adopted \_\_\_\_\_

For \_\_\_\_\_

Against \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Robert N. Miller, Vice-Chairman

VOTE REQUIRED: 2/3 M.E.

\_\_\_\_\_  
John A. Wisch, Secretary

Prepared by:  
Corporation Counsel

\_\_\_\_\_  
Scott Maier

\_\_\_\_\_  
Nick Demske

\_\_\_\_\_  
Jody Spencer

\_\_\_\_\_  
Jason Eckman

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

Approved: \_\_\_\_\_

Vetoed: \_\_\_\_\_

Date: \_\_\_\_\_,

\_\_\_\_\_  
Jonathan Delagrave, County Executive

3 **INFORMATION ONLY**

4  
5 **WHEREAS**, the Racine County Sheriff's Office is requesting a resolution creating  
6 six new clerical positions in the Racine County jail that will replace positions that have  
7 been contracted with an outside entity in the past; and

8  
9 **WHEREAS**, these positions are clerical in nature and do not involve direct  
10 inmate contact; and

11  
12 **WHEREAS**, five clerical employees are needed to satisfy the 24-Hour Window  
13 position which is staffed twenty-four hours a day; and

14  
15 **WHEREAS**, an additional sixth position is needed to staff the property room  
16 Monday-Friday from 7am to 3pm; and

17  
18 **WHEREAS**, historically, Racine County has seen cost savings by contracting  
19 with outside entities for these services; and

20  
21 **WHEREAS**, unfortunately, these cost savings are no longer available in the  
22 private sector for clerical positions in our market; and

23  
24 **WHEREAS**, during the last year of their contract with Racine County for these  
25 clerical services, PIE Management was experiencing difficulty in staffing these positions  
26 at rates under \$18/hour; and

27  
28 **WHEREAS**, as a result, numerous overtime hours by Corrections Officers  
29 occurred as PIE attempted to fill these vacancies; and

30  
31 **WHEREAS**, Racine County decided to go out to RFP in June of 2023 in an  
32 attempt to find a company that was better suited to fulfill the contractual positions; and

33  
34 **WHEREAS**, Racine County did not have any bidders on the RFP for these  
35 clerical positions; and

36  
37 **WHEREAS**, after changing some of the language of the RFP and reposting,  
38 Racine County had only one bid on the contract; and

39  
40 **WHEREAS**, unfortunately, the proposed costs of this bid far exceeded the  
41 amount of money currently paid to Racine County employees with the title of Property  
42 Clerk and were within a few thousand dollars of what a Corrections Officer was paid;  
43 and

44  
45 **WHEREAS**, it is the belief that these clerical positions that impact both Jail  
46 operations and County Finance, will be best served by county employees who are  
47 onboarded, trained, and managed by Jail and Finance staff members; and

48  
49 **WHEREAS**, ultimately this will reduce the amount of overtime the jail  
50 experiences and the amount of error in paperwork experienced by Finance due to high  
51 turnover and inexperience of contracted employees.

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
<b>SHERIFF JAIL</b>		<b>2024 Budget</b>				
CONTRACTED STAFF - COUNTER	11890000.409060	245,000	245,000	(245,000)	0	0
TEMPORARY HELP - CLERICAL	11890000.416505	50,000	50,000	(38,876)	11,124	11,124
<b>TOTAL SOURCES</b>				<b>(283,876)</b>		
<b>SHERIFF JAIL</b>		<b>2024 Budget</b>				
WAGES	11890000.401000	7,787,075	7,006,013	186,283	7,973,358	7,192,296
WORKER'S COMP	11890000.402210	82,169	71,633	1,861	84,030	73,494
SOCIAL SECURITY	11890000.402220	628,597	551,072	14,250	642,847	565,322
RETIREMENT	11890000.402230	594,179	520,502	12,664	606,843	533,166
DISABILITY INSURANCE	11890000.402240	77,870	67,566	1,861	79,731	69,427
GROUP INSURANCE	11890000.402260	1,724,250	1,475,468	62,481	1,786,731	1,537,949
LIFE INSURANCE	11890000.402270	18,039	15,190	432	18,471	15,622
PUBLIC LIABILITY	11890000.436000	178,316	155,452	4,043	182,359	159,495
<b>TOTAL USES</b>				<b>283,876</b>		
				<b>0</b>		

This resolution authorizes the ability to pay a shift premium of \$2.00 for the listed positions. The positions are anticipated to have high turnover and be difficult to recruit. The shift premium will help to mitigate turnover. The premium is for nontraditional work hours of 2nd, 3rd, and weekend shifts.

FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.

REASONS

FOR	AGAINST