

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Kate Flanagan  
INITIATED BY

Human Services Board  
SUBMITTED BY



Phil Boutwell  
DRAFTED BY

May 28, 2013  
DATE DRAFTED

Creating a Position of Case Manager II and Deleting Position of Drug and Alcohol Abuse Counselor

- 1 WHEREAS, the Human Services Department requests that the County Board create a position of Case
- 2 Manager II and delete the position of Drug and Alcohol Abuse Counselor; and,
- 3
- 4 WHEREAS, the Department believes there are programmatic and service treatment advantages to Rock
- 5 County by filling the position with a higher skill set employee; and,
- 6
- 7 WHEREAS, it would difficult to fill the vacant Drug and Alcohol Abuse Counselor position with an
- 8 appropriate candidate given the job duties under the present classification and the need to increase the
- 9 educational requirements to meet best practices; and,
- 10
- 11 WHEREAS, the position should be a Case Manager II to allow for other duties to be performed when
- 12 clients do not show up for appointments and when the other AODA staff person, who is a Case Manager
- 13 II is away on benefit time; and,
- 14
- 15 WHEREAS, the fiscal impact of the change is minimal and does not require a budget amendment
- 16 because the recently vacated position being reclassified was held by a long-term employee at the top of
- 17 the pay range.
- 18
- 19 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
- 20 this 13 day of June, 2013 does hereby create a position of Case Manager II and delete a
- 21 vacant position of Drug and Alcohol Abuse Counselor.

Respectfully Submitted,

HUMAN SERVICES BOARD

Brian Knudson  
Brian Knudson, Chair

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

Terry Fell  
Terry Fell

William Grahn  
William Grahn

Absent  
Ashley Kleven  
Ashley Kleven

Phillip Owens  
Phillip Owens

Terry Thomas  
Terry Thomas

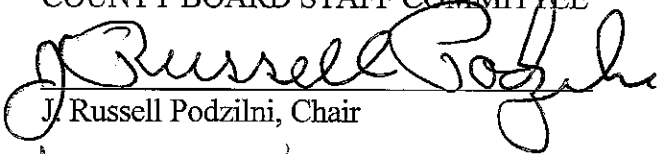
Shirley Williams  
Shirley Williams

Marvin Wopat  
Marvin Wopat

13-6A-358

Creating a Position of Case Manager II and Deleting Position of Drug and Alcohol Abuse Counselor  
Page 2

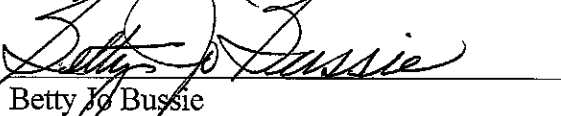
COUNTY BOARD STAFF COMMITTEE

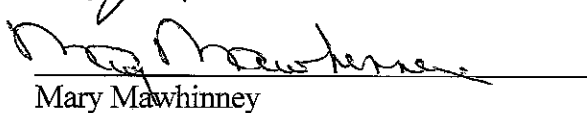
  
J. Russell Podzilni, Chair

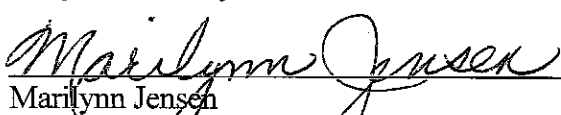
  
Sandra Kraft, Vice Chair

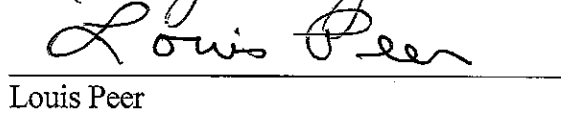
  
Eva Arnold

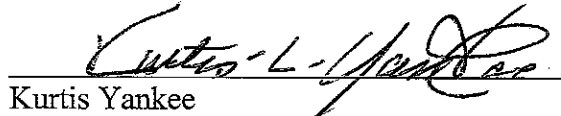
  
Henry Brill

  
Betty Jo Bussie

  
Mary Mawhinney

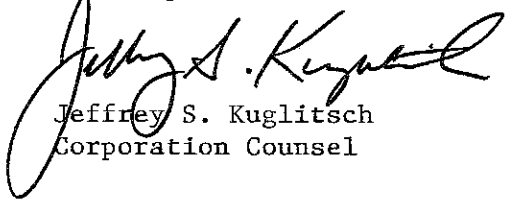
  
Marilynn Jensen

  
Louis Peer

  
Kurtis Yankee

LEGAL NOTE:

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

  
Jeffrey S. Kuglitsch  
Corporation Counsel

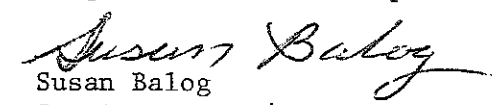
ADMINISTRATIVE NOTE:

Recommended.

  
Craig Knutson  
County Administrator

FISCAL NOTE:

No significant fiscal impact.

  
Susan Balog  
Sr. Accountant/Assistant to Finance Director

## **Executive Summary**

### **Creating a Position of Case Manager II and Deleting Position of Drug and Alcohol Abuse Counselor**

This resolution creates a position of Case Manager II and deletes a vacant Drug and Alcohol Abuse Counselor position. This is warranted for a number of reasons. The job duties under the paraprofessional Drug and Alcohol Abuse Counselor classification are out of date and do not match with current best practices. Much of the work done by the former incumbent was limited to working with the Intoxicated Driver Program. The reclassification allows the new hire to work with a broader population served by the Department, many of whom have co-occurring disorders (e.g. mental illness and drug/alcohol addictions). In addition, the AODA Program presently employs a Case Manager II position. Creating a Case Manager II position allows for both positions to cover each other's appointments and duties.

The personnel action does not require a 2013 budget amendment. The cost savings due to the vacancy created by the retirement of the incumbent employee at the top of the pay range more than offsets the cost.