

Richland County Committee

Agenda Item Cover

Agenda Item Name: Classification, Compensation and Staff Authorization

Department	Administration	Presented By:	Administrator
Date of Meeting:	July 6 th , 2021	Action Needed:	Review for future action
Disclosure:	Open Session	Authority:	Structure E and L
Date submitted:	June 30 th , 2021	Referred by:	
Action needed by no later than (date)	N/A	Resolution	Future need

Recommendation and/or action language:

Motion to ... approve amendments to the Authorization Table of the Classification, Compensation and Staff Authorization Table for existing Health and Human Services Positions identified, and affirm recommendation to the County Board for resolution.

Background: *(preferred one page or less with focus on options and decision points)*

The Finance and Personnel Committee took action to approve this policy in its previous meeting. The Administrator overlooked a report from the Health and Human Services director indicated needed changes to the following positions in order to reflect current authorization:

1. APS/Crisis Professional – Grade H: This is a new position that was created by County Board Resolution 21-30 on February 17, 2021. The table already contained this position title in error before it was approved by the County Board. The number of Regular Full-Time staff should be 1 (not 2).
2. Child & Youth Services Manager – Grade L: This position was removed from the table, but should NOT have been eliminated. This position remains in place.
3. Child & Youth Services Supervisor – Grade K: This is the new position that was created by County Board Resolution 21-29 on February 17, 2021.
4. Child & Youth Case Manager – Grade H: One of the six positions was eliminated by County Board Resolution 21-29 on February 17, 2021 when the above supervisor position was created.

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STAFF AUTHORIZATION TABLE											
DEPT CODE	DEPARTMENT	DIVISION OR UNIT	POSITION TITLE	PAY GRADE	FLSA STATUS	WEEKLY CAPACITY	PERSONNEL - CATEGORY				
							REGULAR FULL-TIME	REGULAR PART-TIME	LIMITED TERM	RESERVE / CALL-IN / SEASONAL	CONTRACT / Lease
5563			Driver/Escort Driver	A	Hourly		0.00	3.00	0.00	0.00	0.00
5477	Behavioral Health Services		Behavioral Health Services Manager	N	Exempt	40	1.00	0.00	0.00	0.00	0.00
5472			CCS Supervisor	M	Exempt	40	1.00	0.00	0.00	0.00	0.00
			Quality Coordinator (LONGTERM VACANCY)		Exempt	40	1.00	0.00	0.00	0.00	0.00
5457			CLTS & BT3 Supervisor	L	Exempt	40	1.00	0.00	0.00	0.00	0.00
			Early Intervention Special Educator (LONGTERM VACANCY)		Exempt	40	1.00	0.00	0.00	0.00	0.00
			Speech & Language Pathologist (LONGTERM VACANCY)		Exempt	28	0.00	1.00	0.00	0.00	0.00
			Occupational Therapist (LONGTERM VACANCY)		Exempt	28	0.00	1.00	0.00	0.00	0.00
5477			Business Systems Analyst	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5472			Mental Health Therapist	K	Exempt	40	5.00	0.00	0.00	0.00	0.00
5478			Substance Abuse Counselor	I	Exempt	40	1.00	0.00	0.00	0.00	0.00
5408			Treatment Court Coordinator	I	Exempt	40	1.00	0.00	0.00	0.00	0.00
5532			Adult Protective Services Worker	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5532			APS/Crisis Professional	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5459			CLTS & BT3 Case Manager	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5401			Psychiatric RN	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
5472			Psychiatric RN (SWWDB Leased Position)		Exempt	20	0.00	0.00	0.00	0.00	1.00
			Crisis Case Worker (SWWDB Leased Position)	\$24.97/hr	Exempt	40	0.00	0.00	0.00	0.00	1.00
			Service Facilitator (SWWDB Leased Position)	\$19.77/hr	Exempt	40	0.00	0.00	0.00	0.00	3.00
			Rehabilitation Worker (SWWDB Leased Position)	\$20.05/hr	Hourly	10	0.00	0.00	0.00	0.00	1.00
5502	Child & Youth Services		Child & Youth Services Supervisor	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
5502			Child and Youth Services Manager	L	Exempt	40	1.00	0.00	0.00	0.00	0.00
5502			Child & Youth Services Case Manager	H	Exempt	40	5.00	0.00	0.00	0.00	0.00
5502			Youth Aide Worker	G	Exempt	40	1.00	0.00	0.00	0.00	0.00
			Family Preservation Worker (Vacant SWWDB Leased Position)		Hourly	28	0.00	0.00	0.00	0.00	1.00
5503	Economic Support		Economic Support Manager	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
5503			Economic Support Lead Worker	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5503			Economic Support Specialist	F	Hourly	40	13.00	0.00	0.00	0.00	0.00
5401	Public Health		Public Health Manager/Local Health Officer	N	Exempt	40	1.00	0.00	0.00	0.00	0.00
5401			Public Health Nurse (1-LONGTERM VACANCY)	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
5401			Public Health Clinic Nurse	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
			Health & Wellness Coordinator (LONGTERM VACANCY)	H	Exempt	40	1.00	0.00	0.00	0.00	0.00

Attachments and References:

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Financial Review:

(please check one)

	In adopted budget	Fund Number	
	Apportionment needed	Requested Fund Number	
	Other funding Source		
X	No financial impact		

(summary of current and future impacts)

Policy is intended to include current practice, wages and authorization. No additional cost impacts intended with adoption of the policy.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)