

Human Resources Department

600 West Fourth Street
Davenport, Iowa 52801-1030

Office: (563) 326-8767
Fax: (563) 328-3285
www.scottcountyia.com



Date: May 7, 2008

To: C. Ray Wierson, County Administrator

From: Mary J. Thee, Human Resources Director/Asst. County Administrator

Subject: Auditor's Office - Organizational Change Recommendation

Background

In 2003 the Auditor agreed to eliminate two "deputy" positions in the office upon the retirement of the two incumbants. Mark Sokolik has submitted a letter of his intent to retire effective July 3, 2008. His retirement will result in a change in the table of organization by eliminating the Election Deputy. The agreement in 2003 was to reorganize the Elections staff with the direct supervisor being the Elections Supervisor and adding an additional clerical position; Senior Clerk - Elections. The Elections Supervisor's job description will be reviewed in the coming months for any possible changes that may affect the Hay points.

Conclusion / Recommendation

Auditor's Office

Senior Clerk - Elections

The Senior Clerk - Elections position already exists in the organization. The recommendation is to add 1.00 FTE to the table of organization for the Auditor's office. By adding the position at this time we will be able to begin recruitment and have a person in place and trained in what will be a busy election year. The Hay points for this position are 191; no changes are recommended.

Elections Deputy

The Elections Deputy position will be eliminated from the table of organization effective July 5, 2008.

FY08 cost increases are estimated at \$3,714

FY09 cost savings are estimated at \$29,655

Cc: Wes Rostenbach, Auditor
Alex Mongiat, Operatons Manager

FY09 Recommended Organizational Changes

Position	Hay Pt.	Change in FTE	Salary	Benefits ¹	Total
Senior Clerk - Elections	191	1.00	\$27,768.00	\$16,804.22	\$44,572.22
Elections Deputy	n/a	-1.00	(\$53,850.00)	(\$20,377.45)	(\$74,227.45)
Total		0.00	(\$26,082.00)	(\$3,573.23)	(\$29,655.23)

1. Benefits include IPERS and FICA & Health Insurance valued at \$13,000