

Human Resources Department

600 West Fourth Street
Davenport, Iowa 52801-1030

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



Item 9
03-22-16

Date: March 14, 2016

To: Dee F. Bruemmer, County Administrator

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

Subject: Organizational Change Recommendations -Secondary
Roads and FSS Departments

The following organizational change requests were submitted outside of the budget process and will be considered per the County Classification and Compensation policy. The justification to doing these organizational changes outside of the budget process is that the department will realize greater efficiencies. Additionally there was a key personnel change with the resignation of the Garage Caretaker.

The budget approved last week anticipated the hiring of a part time Custodial Worker and Maintenance Worker in FSS around the time of the opening of the Patrol facility. Staff had been discussing the utilization of these two positions by Secondary Roads due to the proximity of the two buildings. With the resignation of the Garage Caretaker in Secondary Roads we would like to move up the hiring of the Custodial Worker, so that FSS can begin custodial services. Secondary Roads will utilize existing staff for minor maintenance work until the Maintenance Worker begins in spring of 2017. Based on actual hours worked by the Garage Caretaker in CY15 we anticipate a salary savings of \$975 in the first year.

Cc: Jon Burgstrum, County Engineer
Tammy Speidel, FSS Director

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

March 24, 2016

APPROVAL OF CLASSIFICATION AND STAFFING ADJUSTMENTS IN THE SECONDARY ROADS and FACILITY AND SUPPORT SERVICES DEPARTMENTS

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the table of organization for the Secondary Roads Department be decreased by 0.3 FTE to reflect the elimination of the Garage Caretaker position.

Section 2. That the table of organization for the Facility and Support Services Department be increased by 0.45 FTE to allow for the Custodial Worker approved in the FY17 budget and passed by resolution dated March 10, 2016 to be added at this time.

Section 3. This resolution shall take effect immediately.