

**SHEBOYGAN COUNTY ORDINANCE NO. 19 (2006/07)**

Re: **Amending Sheriff's Department Table of Organization (Jail Nurse, Certified Medical Assistant)**

**WHEREAS**, since the enactment of Ordinance No. 28 (2003/04), the Sheriff's Department has had three full-time jail nurses on its Table of Organization (T/O): 1 Jail Nurse/Health Services Coordinator, 1 Jail Nurse, and 1 Jail Nurse subject to sunseting in the event that the Wisconsin Department of Corrections and the Sheriff's Department terminate their prisoner boarding contract, and

**WHEREAS**, the Sheriff has found it difficult to recruit and keep qualified nurses for the two non-coordinator positions, and

**WHEREAS**, it would be beneficial to be able to fill vacancies to those positions by hiring certified medical assistants who have fewer qualifications than a nurse has but who would be able to handle most of the necessary responsibilities, and

**WHEREAS**, in order to allow the Sheriff the flexibility to hire certified medical assistants if nurses are unavailable, the Sheriff's Department Table of Organization needs to be amended;

**NOW, THEREFORE**, the County Board of Supervisors of the County of Sheboygan does ordain as follows:

Section 1. **Amending T/O.** Section 40.02(u) [with regard to the Administrative Division] of the Sheboygan County Code of Ordinances is hereby amended as follows (changes indicated by highlighting):

	Present	Proposed
	<u>FT</u> <u>PT</u>	<u>FT</u> <u>PT</u>
40.02(u) <u>Sheriff</u>		
<u>Administrative</u>		
Sheriff (Department Head)	1	1
Inspector (Head of Operations)	1	1
Administrative Assistant	1	1
Captain (Support Services)	1	1
Accountant	1	1
Account Clerk II	2	2
Office Manager	1	1
Jail Administrator (Captain)	1	1
Correctional Supervisor - Shift Commander	3	3
Correctional Supervisor	8	8
Correctional Officer	48	48
(Male as needed)		
(Female as needed)		
Correctional Officer - DOC contract	1	1
<i>The above position will sunset and be removed from the T/O upon notification by the Sheriff's Department to the Human Resources Department that the contract with the Wisconsin Department of Corrections provided by Ordinance No. 28 (2003/04) has been terminated or that no contract has been entered into.</i>		
Correctional Officer/Jail Rehabilitation Officer	1	1
Correctional Officer/EMP	1	1
Classification Officer	1	1
Jail Nurse/Health Services Coordinator	1	1

Jail Nurse, Certified Medical Assistant <i>If this position is filled by a Certified Medical Assistant, that person would be part of a collective bargaining unit and NOT a position under Chapter 47.</i>	1	1
Jail Nurse, Certified Medical Assistant - DOC contract <i>If this position is filled by a Certified Medical Assistant, that person would be part of a collective bargaining unit and NOT a position under Chapter 47.</i>	1	1
 <i>The above position will sunset and be removed from the T/O upon notification by the Sheriff's Department to the Human Resources Department that the contract with the Wisconsin Department of Corrections provided by Ordinance No. 28 (2003/04) has been terminated or that no contract has been entered into.</i>		
Director of Emergency Management/EPCRA Planning	1	1
Secretary I (Records)	2	2
Secretary I (Receptionist)	3	3
Secretary II	6	6
Chaplain	1	1
Mechanic (Civilian)	1	1
Mechanic's Aide/Car Washer	1	1
Booking Clerk	4	4

Section 2. **Effective Date.** The herein Ordinance shall take effect upon enactment.

Respectfully submitted this 16th day of January, 2007.

**LAW COMMITTEE**

Glen Markus  
Glen Markus, Chairperson

Brian C. Hoffmann  
Brian C. Hoffmann, Vice-Chairperson

George Marthenze  
George Marthenze, Secretary

Jacob Van Dixhorn  
Jacob Van Dixhorn

Mark S. Winkel  
Mark S. Winkel

ENACTED 2.20.2007

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