

**SHEBOYGAN COUNTY    ORDINANCE NO. 05 (2007/08)**

Re:    **Repealing and Re-creating Table of Organization for Health and Human Services Department**

**WHEREAS**, the Sheboygan County Health and Human Services Department has the primary mandated responsibility for the delivery and provision of a full range of comprehensive services are required in the Wisconsin Statutes as follows:

- Chapter 46      Social Services
- Chapter 48      Children's Code
- Chapter 49      Public Assistance
- Chapter 51      State Alcohol, Drug Abuse, Development Disabilities, and Mental Health Act
- Chapter 55      Protective Service System
- Chapter 250     Health; Administration and Supervision
- Chapter 251     Local Health Officials
- Chapter 252     Communicable Diseases
- Chapter 253     Maternal and Child Care
- Chapter 254     Environmental Health
- Chapter 255     Chronic Disease and Injuries
- Chapter 938     Juvenile Justice Code

and

**WHEREAS**, these statutes and additional administrative code provisions outline the programs, services, and options the Department must make available to serve the county's most vulnerable residents, and

**WHEREAS**, the Wisconsin Department of Health and Family Services is further expanding family care/managed care to Sheboygan County, and

**WHEREAS**, additional funding is being provided to Sheboygan County Health and Human Services Department to implement additional services within the Aging and Disability Resource Center to provide for information and assistance, enrollment, referral, eligibility determination, and options counseling, and

**WHEREAS**, Sheboygan County, together with eleven other counties and three private care management organizations and one private statewide social service organization comprise the Family Partnership Care Management Coalition which has a key role in planning for regional long-term care reform, and

**WHEREAS**, the Sheboygan County Health and Human Services Department has received funding to develop coordinated service teams and is working on redesign of the long-term care system for children with disabilities, and

**WHEREAS**, the Sheboygan County Health and Human Services Department will be implementing Comprehensive Community Services as a mechanism to draw down federal funds using existing tax levy dollars, and

**WHEREAS**, the Virchow, Krause & Company, LLP "Final Report" dated February 21, 2006, evaluating the Department structure and operations made the following recommendations:

- Move toward a more integrated organizational design;
- Pursue ways to more closely integrate support staff into the program areas where they are assigned;
- Reassign one administrative unit position to serve as the administrative assistant to the Director and Management Team;
- Reclassify positions to staff accountants and recruit individuals with a minimum of a four-year degree in accounting or business administration;
- Assign the proposed Administrative Services Manager the responsibility to serve as the Department's applications coordinator and to be the formal liaison to the County's IS Department,

and

**WHEREAS**, because the Sheboygan County Health and Human Services Department needs to respond to ever changing demands of the service delivery system, new state requirements, and programs and reorganization at the State level, and in light of the recommendations of the Virchow Krause report, the Table of Organization for the Sheboygan County Health and Human Services Department needs to be revamped;

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

Section 1. **Repealing and Re-creating Table of Organization for Health and Human Services Department.** Section 40.02(k) of the Sheboygan County Code of Ordinances is hereby amended as follows (effective upon enactment):

<u>40.02(k) Health and Human Services Department</u>	Proposed
	<u>FT</u> <u>PT</u>
Director	1
Manager	4
Office Supervisor	1
Accounting Manager	1
Account Clerk I, II, III	7
Secretary I, II, III	19
Clerk Typist I, II	2
Social Work Supervisor	7
Social Worker I, II, III, III MA/MS	53
<b><i>Three of the above positions will sunset and be removed from the T/O upon notification to the Health &amp; Human Services Department that the State of Wisconsin is no longer funding this position as part of the Aging and Disability Resources Center grant authorized by Resolution No. 30 (2004/05).</i></b>	
Volunteer Coordinator /SW I, II, III	1
Home Consultant I, II	1
Social Service Aide I, II, III	9

Supervisor Clinical Treatment/Intake Assessment	1	
Director/Clinical Coordinator, Community Support Program	1	
Supervisor Long-term Support/Developmental Disability	1	
Supervisor Therapeutic Activity and Service Coordination (TASC) and Contract Services for Mental Health/AODA	1	
Long-term Support Nurse - Case Manager	3	
Alcohol/Drug Abuse Counselor I, II	4	
Community Services Specialist	3	
Community Support Specialist	5	
Developmental Disability Specialist	4	
Mental Health Specialist	2	
Psychiatric Nurse	2	
Psychologist	1	
Psychotherapist	5	
Residential Services Specialist	1	
Mental Health Counselor	2	
Supervisor Aging and Disability Resource Center	1	
<b><i>The above position will sunset and be removed from the T/O upon notification to the Health &amp; Human Services Department that the State of Wisconsin is no longer funding this position as part of the Aging and Disability Resources Center grant authorized by Resolution No. 30 (2004/05).</i></b>		
Benefits Specialist	1	
Outreach Worker	1	
Disability Benefits Specialist	1	
<b><i>The above position will sunset and be removed from the T/O upon notification to the Health &amp; Human Services Department that the State of Wisconsin is no longer funding this position as part of the Aging and Disability Resources Center grant authorized by Resolution No. 30 (2004/05).</i></b>		
Protective Services Specialist	2	
Supervisor Economic Support	3	
Economic Support Specialist I, II	18	
Program Supervisor Public Health	3	
Public Health Nurse	13	3
Public Health Sanitarian	1	
Registered Nurse		1
Nutritionist WIC	1	2
Public Health Technician	3	
WIC Assistant	1	
Public Health Technician - Bilingual	1	
Public Health Aide	2	
Service Coordinator	1	
Site Manager	5	
Supervisor Child and Family Resources	1	
<b><i>The above position will sunset and be removed from the T/O upon notification to the Health &amp; Human Services Department that the State of Wisconsin is no longer funding this position.</i></b>		
TOTAL	201	6

Section 2. **Effective January 1, 2008.** Effective January 1, 2008, Section 40.02 shall be amended as follows:

Accounting Manager [-1]	0
Staff Accountant [+1]	1
Manager (Business/Administrative Support Services) [+1]	5
Sanitarian I, II [+1]	2

Section 3. **Amending Chapter 47 - Pay Grades.** Section 47.06 of the Sheboygan County Code of Ordinances is hereby amended so that the position of Manager (Business/Administrative Support Services) be added to Grade 13.

Section 4. **Effective Date.** The herein Ordinance shall take effect upon enactment except for those positions delineated at Section 2, above which shall take effect January 1, 2008.

Respectfully submitted this 15th day of May, 2007.

**HEALTH AND HUMAN SERVICES BOARD\***

John Van Der Male

John Van Der Male, Chairperson

James E. Gilligan

James E. Gilligan, Vice-Chairperson

Roger R. Otten

Roger R. Otten, Secretary

Daniel R. Berg

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Brian C. Hoffmann

ENACTED 6.19.2007

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