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3 **RESOLUTION: Amend the Table of Organization for the Winnebago County Corporation Counsel's**
4 **Office to Add One Full-Time Assistant Corporation Counsel Position and one Full-**
5 **Time Paralegal Position, and Authorize the Transfer of \$53,057 from the Winnebago**
6 **County Reserve Contingency Account and \$25,000 from the Winnebago County**
7 **Reserve Salary Contingency Account to Cover Labor and Operating Expenses for the**
8 **Additional Staff**

9

10 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

11 **WHEREAS**, the Winnebago County Corporation Counsel is, under state law, responsible for handling legal
12 proceedings involving mental health commitments; and such representation has been provided for many years
13 through the use of an outside attorney, who has prosecuted an average of approximately 700+ cases per year; and

14 **WHEREAS**, the outside attorney who has been prosecuting these cases has indicated he is retiring effective
15 July 31, 2019; and

16 **WHEREAS**, the Corporation Counsel has surveyed available legal services in the community and has
17 determined that it will be more efficient and cost effective to bring this work in-house, which will require additional
18 staff; and

19 **WHEREAS**, adding one full-time attorney and one full-time paralegal to the Corporation Counsel's Office
20 staff will enable the Office to provide representation in mental health commitment matters without relying on outside
21 counsel, as well as reducing overtime costs and enhancing current workflow components; and

22 **WHEREAS**, adding additional staff will require budget transfers totaling \$78,057, as detailed below, to cover
23 the remainder of the 2019 calendar year, with amounts for future years to be included in the Corporation Counsel's
24 future budgets.

25 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby
26 amends the Table of Organization for the Winnebago County Corporation Counsel's Office by adding one full-time
27 Assistant Corporation Counsel position and one full-time Paralegal position; and

28 **BE IT FURTHER RESOLVED** by the Winnebago County Board of Supervisors that it hereby authorizes the
29 transfer of \$53,057 from the Winnebago County Reserve Contingency Account and \$25,000 from the Winnebago
30 County Reserve Salary Contingency Account to cover 2019 labor and operating expenses for the additional staff.

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32 **Fiscal Impact:** This will decrease the Winnebago County Reserve Contingency account by \$53,057 and the
33 Winnebago County Reserve Salary account by \$25,000.

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35 Respectfully submitted by:
36 Committee Vote: **5-0** **JUDICIARY AND PUBLIC SAFETY COMMITTEE**

37 Respectfully submitted by:
38 Committee Vote: **5-0** **PERSONNEL & FINANCE COMMITTEE**

39 Vote Required for Passage: **Two-Thirds of Membership**

40

41 Approved by the Winnebago County Executive this ____ day of _____, 2019.

42

43 _____
44 Mark L Harris
Winnebago County Executive