

# Agenda Item Report



**Winnebago County**  
*The Wave of the Future*

DATE: *December 14, 2021*  
TO: Winnebago County Board  
FROM: *Mike Collard, Director of Human Resources*  
RE: Budget transfer Finance Department – move \$40,000 from labor to contracted services

## **Background:**

*The Winnebago County Director of Finance has given notice and her last day will be January 4, 2022. The position of Assistant Finance Director is also vacant, as the incumbent has transferred to a position in another County Department. The needs of the Finance Department in the coming few months will include year-end closing and preparation of financial statements, investment management, and many other operational items. Finance directors are easily among the most difficult positions to recruit in county government.*

## **Policy Discussion:**

*The Finance Department does not and will not have the internal resources to meet the County's needs for at least the first few months of 2022. There are many issues to be addressed, and this requested transfer is not expected to be a final number, but will enable us to get started and to assure that the most essential items are being covered. While the two vacancies continue, there will be labor savings of approximately \$24,000 per month, less a vacation payout of about \$7,000, so the labor savings needed to cover this transfer will be realized by early March 2022.*

## **Requested Action:**

*To approve a budget transfer in the Finance Department moving \$40,000 from labor to contracted services.*

## **Committee Action:**

*At Personnel & Finance Committee 12/2/21, moved by Schorse, second by Cox, passed 3 – 0.*

## **Attachments:**

*None*