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3 **RESOLUTION: Authorize a Budget Transfer of \$40,000 from the Finance Department Labor**  
4 **Account to the Contracted Services Account for the Fiscal Year 2022 Budget.**  
5 **Funds will Provide for Recruitment of the Finance Director and associated cost of**  
6 **position replacement, including but not limited to Delegating Authority for Day to**  
7 **Day Administration of Winnebago County Investments.**

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

10 **WHEREAS**, the Winnebago County Director of Finance has submitted her resignation and her last day of  
11 employment was January 4, 2022; and

12 **WHEREAS**, the Assistant Finance Director position is also vacant as the incumbent has transferred to a  
13 position in another county department; and

14 **WHEREAS**, the Finance Department needs in the coming months include year-end closing and preparation  
15 of financial statements, investment management, and other varied operational items; and

16 **WHEREAS**, the Finance Department does not have the internal resources to meet the county needs for the  
17 first few months of 2022; and

18 **WHEREAS**, \$40,000 must be transferred from the Labor Account to the Contracted Services Account to  
19 meet the Finance Department upcoming needs.

20 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
21 authorizes a transfer of \$40,000 from the Finance Department Labor Account to the Contracted Services Account.

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23 **Fiscal Impact:** While the two vacant positions continue, there will be labor savings of approximately \$24,000 per  
24 month, less a vacation pay out of \$7,000. Accordingly, the labor savings needed to cover this  
25 transfer will be realized by March 2022.  
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28 Respectfully submitted by:

29 **PERSONNEL & FINANCE COMMITTEE**

30 Committee Vote: **5-0**

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

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33 Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2022.

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35 \_\_\_\_\_  
36 Jonathan D. Doemel  
37 Winnebago County Executive  
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# Agenda Item Report



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

DATE: *January 18, 2022*  
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 was 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 December 2, 2021, moved by Schorse, second by Cox, passed 3 – 0. At the County Board meeting of December 13, 2021, the resolution was pulled by Chairman Rasmussen because of concerns about the language of the resolution. At a Personnel & Finance Committee meeting on December 16, 2021 there was further discussion regarding the Committee's intent and the language of the resolution, and Supervisor Schorse, seconded by Supervisor Binder, moved to authorize the budget transfer for the 2022 budget. At the Personnel & Finance Committee December 16, 2021, moved by Schorse, seconded by Binder, and passed 5 – 0.*

## **Attachments:**

*None*