

# Agenda Item Report



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

DATE: April 19, 2022  
FROM: Sheriff John Matz  
RE: Amending the Table of Organization

## **General Description:**

Eliminate 2 positions due to retirements and add one supervisory position in the Jail evening shift.

## **Action Requested:**

Motion to approve the elimination of 2 positions in order to create one additional supervisory position in the Corrections Division.

## **Procedural Steps:**

(Show each level of committee and board approval needed, with meeting dates.)

Committee of Jurisdiction: Judiciary_____	Meeting date: 4/11/22
Action taken: _____	Vote: 5-0
Other Committee: Personnel and Finance_____	Meeting date: 5/5/22
Action taken: _____	Vote: 4-0
County Board	Meeting date: ____

## **Background:**

Created in 2011 and originally designed for repeat drunken driving offenders, the 24/7 Alcohol Program quickly expanded to include any offense involving alcohol. In 2014, this program further expanded, with the creation of a second, companion 24/7 Drug Program. Since the inception of these programs, Winnebago County judges have assigned the 24/7 Alcohol program in 3,227 cases and assigned the 24/7 Drug program in 628 cases. While these programs have been successful, we have determined the resources and support offered by the Human Services Department are better suited to overall program sustainability. Their resources can assist clients with major mental health issues along with their substance use, therefore these programs have been transferred to that department.

In the past the community programs position was assigned to two people. In 2015 with position changes and reorganization it was reduced to one. Over time the need for all deputies to be more involved in the community has increased and many tasks are now shared.

The timing of the 2 retirements within one month of each other coincided with reviewing all position duties and the clear need for supervision in the Jail. The Correction Division is one of the highest liability areas for Winnebago County. The addition of a Lieutenant during evening hours will help mitigate the risk with a tighter span of control for staff. The addition of a supervisory position in the Corrections Division will provide a command level oversight and support of jail operations.

**Policy Discussion:**

As Treatment and diversion programs have come to the forefront the need to move management of the 24/7 Sobriety Programs to the Human Services Connect Program for continuity of operations has become evident. Consolidating job duties with more streamlined technology along with the impending retirements afforded us the opportunity at the county level to move the program to Connect and look at our staffing needs in other areas.

With impending retirements of the Corrections Financial Associate on May 2, 2022 and the Community Services Police Officer on June 6, 2022 we were compelled to do a self-assessment of position duties and assignment of staff. In reference to the position fill request the alternatives to filling both of these positions were to assign duties to other staff. The movement of the 24/7 program and greater community outreach among all of our staff allowed us eliminate both of these positions.

The elimination of the 2 positions and the addition of one position gives us a net savings of \$56,665.

**Attachments:**

Attachment 1-Draft Resolution

Attachment 2-New Position request