

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Josh Smith
DRAFTED BY

March 8, 2016
DATE DRAFTED

Renaming the General Services Department and Director Title

- 1 **WHEREAS**, the General Services Director is retiring, necessitating a recruitment process to fill the position;
- 2 and,
- 3
- 4 **WHEREAS**, the General Services Department is currently responsible for maintaining County facilities that
- 5 total approximately 1.2 million square feet valued at about \$285 million, representing a significant
- 6 investment of time and financial resources; and,
- 7
- 8 **WHEREAS**, over the years changes have been made to the responsibilities of the department to reflect an
- 9 increased focus on facilities management; and,
- 10
- 11 **WHEREAS**, changing the name of the department and the director position to more accurately describe the
- 12 focus on facilities management will assist in recruiting qualified candidates and improve the understanding
- 13 of potential candidates and the public regarding the department's responsibilities.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 16 this 24th day of March, 2016 does hereby change the name of the General Services Department
- 17 to the Facilities Management Department and the name of the director position from General Services
- 18 Director to Facilities Management Director.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill
Henry Brill, Chair

Jason Heidenreich
Jason Heidenreich, Vice Chair

Thomas J. Brien
Thomas J. Brien

Edwin Nash
Edwin Nash

Jeremy Zajac
Jeremy Zajac

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni
J. Russell Podzilni, Chair

Sandra Kraft
Sandra Kraft, Vice Chair

Eva Arnold
Eva Arnold

Henry Brill
Henry Brill

Betty Jo Bussie
Betty Jo Bussie

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Mary Mawhinney

Louis Peer
Louis Peer

Alan Sweeney
Alan Sweeney

Terry Thomas
Terry Thomas

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FISCAL NOTE:


No fiscal impact.



Sherry Oja
Finance Director

LEGAL NOTE:

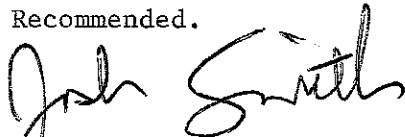
The County Board is authorized to take this action pursuant to sec. 59.22(2), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

The retirement of the General Services Director necessitates a recruitment to fill the position. Changing the name of the department to the Facilities Management Department and the title of the position to Facilities Management Director will aid in the recruitment process by making it clearer to potential applicants what the responsibilities of the department and the position are.

The County's investment in its facilities is significant, with the General Services Department managing nearly 1.2 million square feet of space valued at about \$285 million. In 2016 the department's budget totaled nearly \$5 million and included 22.6 FTE staff.

In addition, over the last several years changes have been made to the responsibilities of the department to increase the focus on its role in managing facilities. It is anticipated that an additional resolution will be forthcoming within the next several months to continue this trend by moving responsibility for oversight of the central duplicating and mail operations out of the General Services Department and into the Finance Department.