

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Human Services Board
INITIATED BY

Human Services Board
SUBMITTED BY



Phil Boutwell, HSD Deputy Director
DRAFTED BY

January 7, 2016
DATE DRAFTED

Authorizing Five Month Overlap of One CPS Case Manager Position

- 1 **WHEREAS**, the Case Managers in the Child Protective Services Ongoing Units are currently carrying
- 2 very large caseloads; and,
- 3
- 4 **WHEREAS**, there are several factors that can be attributed to the large caseloads including high worker
- 5 turnover resulting in less experienced workers managing the cases that take them longer to reach closure;
- 6 and,
- 7
- 8 **WHEREAS**, the ability to manage the large caseloads will be greatly challenged when three
- 9 ongoing workers take Family Medical Leave starting in March 2016; and,
- 10
- 11 **WHEREAS**, the Human Services Department has found ways to temporarily shift 2.0 FTE staff
- 12 resources into the ongoing units to help backfill the worker shortage due to the pending FMLA claims;
- 13 and,
- 14
- 15 **WHEREAS**, the Human Services Department requests the County Board permit the backfilling of the
- 16 worker shortage during these FMLA's by authorizing an overlap position to ensure a sufficient level of
- 17 staffing to manage the workload; and,
- 18
- 19 **WHEREAS**, the Human Services Department has sufficient funds in the Child Protective Services
- 20 program account to pay for the overlap position.
- 21
- 22 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 23 assembled this 14th day of JANUARY, 2016 does hereby authorize the temporary overlap of one
- 24 Child Protective Services Case Manager position, not to exceed five months.

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson
Brian Knudson, Chair

Sally Jean Weaver Landers
Sally Jean Weaver-Landers, Vice Chair

Terry Fell
Terry Fell

Linda Garrett
Linda Garrett

William Grahm
William Grahm

Absent
Ashley Kleven

Kathy Schulz
Kathy Schulz

Terry Thomas
Terry Thomas

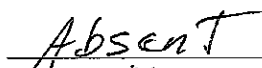
Shirley Williams
Shirley Williams

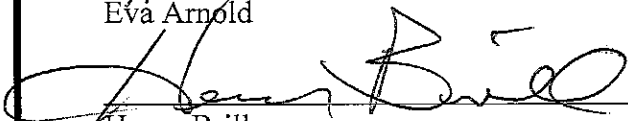
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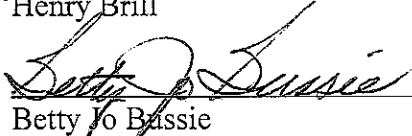
COUNTY BOARD STAFF COMMITTEE



J. Russell Podzilni, Chair

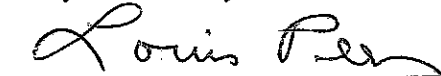

Sandra Kraft, Vice Chair

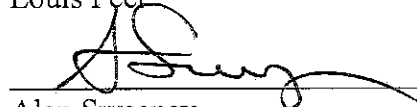

Eva Arnold

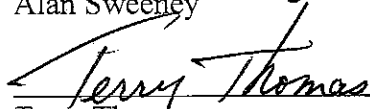

Henry Brill


Betty Jo Bassie


Mary Mawhinney

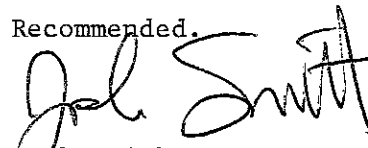

Louis Peer


Alan Sweeney


Terry Thomas

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

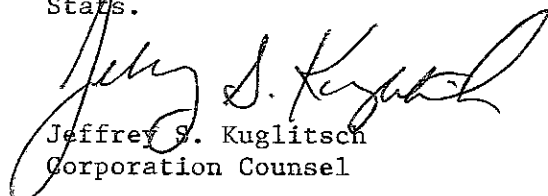
FISCAL NOTE:

Due to vacancies, there are sufficient funds in the HSD personnel budget to fund a five month overlap of a CPS Case Manager position.


Sherry Oja
Finance Director

LEGAL NOTE:

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


Jeffrey S. Kuglitsch
Corporation Counsel

Executive Summary

CPS Ongoing caseloads are presently very large. The problem is directly related to high worker turnover in the CPS Ongoing Units. High turnover results in inexperience and inefficiency in the units. Cases are open longer, which means the average caseload (workload) is increasing. Large caseloads make it harder for workers to write and implement appropriate plans, measure progress, and bring cases to closure. The senior staff are carrying especially large caseloads as it takes many months for new staff to handle a full caseload.

The ability to manage the workload will be challenged with three ongoing workers on FMLA starting in March, 2016. Those three workers have 39 ongoing cases as of December 1, 2015. That workload cannot be absorbed without bringing in additional staff resources on a temporary basis.

The HSD plans to temporarily transfer a vacant Juvenile Justice position to CPS to assist with the workload during the FMLA's. That vacant position will be filled through an external recruitment with an experienced CPS worker. Thereafter, the worker will transfer into an open CPS position through attrition, and the Juvenile Justice position will revert to Juvenile Justice to be filled. No Board action is required to authorize this temporary transfer.

The HSD plans to temporarily move a social worker from the Access Unit to an Ongoing Unit to assist in managing a caseload. The worker has experience with CPS case management. No Board action is required to authorize this move.

The HSD requests the County Board authorize the overlap of one CPS Case Manager position up to five months. The plan is to recruit and hire an experienced CPS worker who has ongoing case management experience. Given the turnover in CPS, it is expected that the overlap position would fill a vacant position when one becomes available.

There is sufficient funding in the personnel budget to cover the overlap without having to amend the 2016 budget.