



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: March 30, 2022

SUBJECT: Administration – Staffing Request

BACKGROUND AND POLICY IMPLICATIONS:

During FY 2022, the Board has approved and indicated interest in supporting a number of new programs and projects, which will require additional staff capacity. After reviewing current capacity and workload, County Administrator Nick Lelack and staff are seeking Board approval to add a Management Analyst position to the Administrative Services department. Additional information about the proposed scope of responsibilities for the position is included in the attached memo.

BUDGET IMPACTS:

Total costs associated with adding the position (including an office remodel and furniture / computer purchases) are estimated at \$162,738. A breakout of estimated costs are included in the attached memo.

ATTENDANCE:

Nick Lelack – County Administrator

Whitney Hale – Deputy County Administrator