

AUTHORIZED STAFFING ALLOCATION REPORT

12/09/10

EXHIBIT B.

	Job Type	Job Title	2010 Amended FTE's		2011 Submitted FTE's		
			Funded	Unfunded	Funded	Unfunded	
LEGISLATIVE							
Board of Commissioners							
	CL106	Board Secretary-CNTY	0.5	0.5		1	Vacant
	EL100	Chairman of the Board	1		1		
	EL101	Vice Chairman of the Board	1		1		
	EL102	Board Member	5		5		
			<u>7.5</u>	<u>0.5</u>	<u>7</u>	<u>1</u>	
JUDICIAL							
Circuit Court/FOC/Drug Court							
	BA700	Court Services Officer-UAW-CIRC	5		5		
	CL702	Judicial Secretary - CIRC	4		4		
	CL708	Sr. Records Clerk-UAW	1			0	Vacancy due to ERI-eliminate per Ct Admin
	CL709	FOC Clerk-UAW	4		3		
	CL712	Records Clerk - UAW	1		1		
	CL713	Office Assistant - UAW	22		23		
	CL714	Information Services Rep-UAW	5		5		
	CL715	Office Assistant - Circuit Ct	0.8		0.75		
	CL716	Office Assistant PT - UAW-PT	1.8		1.8		
	CL905	Drug Court Case Manager	2		2		
	CL906	Drug Ct Case Mngr PT - UAWPT	0.5		0.5		
	DR700	Circuit Ct Admin-DIR	1		1		
	EL700	Circuit Court Judge	4		4		
	MG699	Deputy FOC - Atty CIRC	1		1		
	MG701	Admin Svcs Mgr-CIRC	1		1		
	MG702	Chief Referee-CIRC	1		1		
	MG703	Enforcement Services MGR-CIRC	1		1		
	MG707	Support Services Manager-FOC	1		1		
	MG708	Referee Asst. Unit Supervisor-FOC	1		1		
	MG900	Information Services Unit Supervisor FOC	1		1		
	PF305	Drug Court Coordinator	1		1		
	PF700	Enforcement Officer-UAW	16		16		
	PF701	Enforcement Officer - PT UAW-PT	0.55		0.55		
	PR700	Attorney Referee-CIRC	4		3	1	Vacant
	TC700	Court Reporter - UAW	1		1		
			<u>81.65</u>	<u>0</u>	<u>79.6</u>	<u>1</u>	
Circuit Court-Family/Child Care Fund							
	CL713	Office Assistant - UAW	7.5		7.5	1	Vacant
	DR900	Probate Court Administrator-DIR	1		1		
	FI700	Court Collections Assistant-UAW	1		1		
	MG704	Juvenile Probation Supv-CIRC	1		1		
	MG706	Clerical Services Supervisor CIRC	1		1		
	MG709	Asst Juv Probation Supervisor-Family	1		1		
	PB702	Probation Officer - UAW Circ	11		9.5	1.5	Vacancies
	PF702	Surveillance Officer - UAW	2		1.5	0.5	Replacement hired at lower FTE level
	PF704	Court Services Specialist	1		1		
			<u>26.5</u>	<u>0</u>	<u>24.5</u>	<u>3</u>	
District Court/Sobriety Court							
	BA801	Court Services Officer-UAW	4		4		
	CL704	Court Secretary-DISTRICT	1		1		
	CL800	Administrative Secretary-DISTRICT	1		1		
	CL802	Probation Secretary-UAWDPT	0.7		0.7		
	CL803	Deputy Court Clerk UAW	16		15	1	
	CL807	Court Recorder/Judicial Secretary DISTRICT	4		4		
	CL816	Deputy Court Clerk - Part Time UAW-D	4.55	0.8	4.7	0.8	
	CL820	Deputy Court Teller UAW	1		1		
	DR800	District Court Administrator DIR-DISTRICT	1		1		
	EL800	District Court Judge	4		4		
	FI800	Account Clerk-UAW	1		1		
	MG800	Deputy District Court Admin DISTRICT	1		1		
	MG801	Chief Probation Officer-DIST	1		1		
	MG802	Accounting Manager-DIST	1		1		
	MG803	Deputy Dist Ct Clerk Supervisor-DIST	4		4		
	MG805	Warrant Supervisor-DIST	1		1		
	PB800	Intensive Probation Field Officer UAW-D	1.5		1.5		
	PB801	Probation Officer UAW-D	5	0.8	5	0.8	
	PB805	Intensive Probation Officer UAW-D	2		2		
	PR800	Magistrate-DIST	2	0.375	2	0.375	
			<u>56.75</u>	<u>1.975</u>	<u>55.900</u>	<u>2.975</u>	All Vacancies

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			Funded	Unfunded	Funded	Unfunded	
Probate Court/Court Services	CL713	Office Asst - UAW	1		0		Moved to Circuit Ct-Family
	CL900	Deputy Probate Register-PROB	3	1	3	1	Vacant
	CL901	Court Recorder/Judicial Secy PROB	1		1		
	CL902	Judicial Secretary to Judge-Probate	1		1		
	EL900	Probate Court Judge	2		2		
	PF709	Jury Coordinator-UAW	1		1		
	PF900	Guardianship Investigator-PROBATE	1		1		
	PF905	Probate Register-PROBATE	1		1		
		11	1	10	1		
GENERAL GOVERNMENT							
County Administrator	AP100	County Administrator/Controller	1		1		
	AP101	Assistant County Administrator	1		1		
	CL108	Executive Secretary-CNTY	1		1		
		Grant Writer-CNTY		1		1	Vacant
		3	1	3	1		
Admin Services/Purchasing/Bldgs & Grounds	CL818	Admin Asst-County Admin-CNTYNU	1		1		
		Administrative Services Coordinator-CNTYNU		1		1	Vacant
	DR100	Administrative Services Director-DIR		1		1	Vacant
	IS100	PC Support Specialist-CNTY	1			1	Contracted Service
	IS104	Special Projects Coordinator-CNTY	2		1	1	Contracted Service
	IS105	IT Manager-CNTY	1		1		
	MG102	Facilities Manager-AFSCME	1		1		
	MG103	Building Supervisor-BC - AFSCME	1		1		
	MG109	Services Mgr-AFSCME	1		1		
	MN100	Maintenance Mechanic I-GELC	1		1		
	MN101	Maintenance Mechanic II-GELC	6		5.5	0.5	Expected Vacancy
	MN102	Maintenance Mechanic III-GELC	4		4		
	PF108	LAN Technician-CNTYNU	1		1		
	TC104	Purchasing Coordinator-GELC	1		1		
	TC900	Mail Counters (2 @ .5 each)	1		1		
		22	2	19.5	4.5		
Clerk	AP400	Deputy Clerk/Register	1		1		
	CL400	Official Document Specialist-GELC	14.5	1	13	1.5	Vacant (1), Layoff (1), rehire funded 5 level only
	CL401	Records Clerks-GELC (2 @ .5 each)	1		1		
	CL403	Electronic Archivist-GELC	1		1		
	EL400	Clerk/Register	1		1		
	MG400	Court Clerk Supervisor-CNTY	1		1		
	PF101	Fiscal Officer-CNTY	1		1		
	PF400	Senior PPO Coordinator-CNTYNU	1		1		
	TC400	Elections Specialist-GELC	1		1		
			22.5	1	21	1.5	
Corporation Counsel	PR300	Corporation Counsel-APPT	1		1		
			1	0	1	0	
Finance	DR101	Finance Director-DIR	1		1		
	FI100	Accounting Clerk II-GELC	1		1		
	FI102	Payroll/HR Data Reporting CNTY	1		1		
	PF100	Budget Analyst-CNTY	1		1		
	PF115	Financial Analyst-CNTY	1		1		
			5	0	5	0	
Equalization/GIS	DR102	Equalization Director APPT		1		1	Vacant
	DR108	Deputy Equalization Director DIR	1		1		
	TC101	GIS Coordinator	1		1		
	TC102	Property Appraiser II-GELC	2		2		
	TC105	Property Appraiser III-GELC	1		1		
			5.0	1.0	5.0	1.0	
Human Resources	CL304	HR Administrative Assistant CNTYNU	1		1		
	DR105	HR / Labor Relations DIR	1		1		
	PF102	Benefits Specialist-CNTY	1		1		
	PF103	Human Resources Specialist CNTY	1		1		
			4	0	4	0	

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	Job Type	Job Title	2010 Amended FTE's		2011 Submitted FTE's			
			Funded	Unfunded	Funded	Unfunded		
Prosecuting Attorney	AP200	Chief Assistant Prosecutor	1		1			
	CL200	Court Coordinator-GELC	3		3			
	CL201	Paralegal-GELC	1		1			
	CL202	Legal Secretary I-GELC	1		1			
	CL203	Legal Secretary II-GELC	4	1	4	1	Vacant	
	CL204	Receptionist-GELC	2		2			
	CL205	Victim Services Assistant-GELC	2		2			
	CL208	Paralegal-CRP-GELC	4		4			
	EL200	Prosecutor	1		1			
	MG200	Office Administrator-AFSCME-potential reclass	1		1			
	PF200	Criminal Investigator-GELC	1	1	1	1	2010 Layoff, remains Vacant	
	PF201	CRP Investigator-GELC	1		1			
	PF202	Victims Unit Coordinator-GELC	1		1			
	PF203	Witness Unit Coordinator-GELC	1		1			
	PR200	Asst Prosecuting Attorney I	1		2			
	PR201	Asst Prosecuting Attorney II	12.5	1	11.5	1	2010 Layoff, remains Vacant	
			<u>37.5</u>	<u>3</u>	<u>37.5</u>	<u>3</u>		
Treasurer	AP500	Deputy Treasurer	1		1			
	EL500	Treasurer	1		1			
	FI500	Accounting Assistant - GELC	5		5			
	MG500	Fiscal Officer-AFSCME-Treasurer	1		1			
	PF205	Property Foreclosure-CNTYNU	1		1			
	PF206	Land Bank Property Manager-CNTYNU	1		1			
		<u>10</u>	<u>0</u>	<u>10</u>	<u>0</u>			
MSU Extension	CL109	Program Assistant-GELC	1		1			
	CL111	Clerk/Typist-GELC	0.75		0.625			
	MG110	Office Supervisor-AFSCME	1		1			
		<u>2.75</u>	<u>0</u>	<u>2.625</u>	<u>0</u>			
Water Resources	AP600	Deputy Drain Commissioner	1		1			
	CL111	Clerk/Typist - GELC				0.5	New FTE request	
	CL600	Assessment Assistant - GELC	1		1			
	EL600	Water Resource Commissioner	1		1			
	TC600	Drain Inspector/Coordinator-PT	0.7		0.7			
		<u>3.7</u>	<u>0</u>	<u>3.7</u>	<u>0.5</u>			
PUBLIC SAFETY	Sheriff	AP102	Emergency Management Coordinator	1		1		
		AP300	UnderSheriff	1		1		
		CL102	Admin Asst Sheriff-CNTYNU	1		1		
		CL299	Clerk-POAM	2		2		
		CL302	Transcriptionist-POAM	2		2		
		CL303	Clerical - CNTYNU		1		1	
		CO300/DP300	POAM Deputy/Correctional Officer	117	5	117	5	
		CO301	Control Room Operator-POAM	12	1	12	1	
		CT300	Civil Process Server-POAM	1		1		
		CT400	Regional Solution Area Planner	1		1		
		DP301	Dog Control Officer POAM	1		1		
		DR300	Chief Deputy-Sheriff-CNTY	1		1		
		EL300	Sheriff	1		1		
		FI300	Bookkeeper-POAM	3		3		
		MG300	Captain - COAM	2		2		
		MG301	Lieutenant - COAM	5		5		
		MG302	Sergeant - COAM	13		13	1	Prev Unfunded MG304 (2007-2010)
		MG304	Support Services Manager		1			
		MG306	Computer Support Specialist-COAM	1		1	1	Vacant
		PF300	Detective-POAM	2		2		
PF999	Fiscal Manager (SD) CNTYNU	1		1				
995	Casual - Marine Safety (Summer)/TEAM (Winter)	0.6		0.6				
		<u>168.6</u>	<u>8</u>	<u>167.6</u>	<u>9</u>			
Community Corrections	CL303	Clerical-CNTYNU	1		1			
	MG303	Jail Population Coordinator-CNTYNU	1		1			
	MG305	Community Corrections Mgr-CNTY	1		1			
	PF302	Case Manager-Comm Corr CNTY	3		3			
	PF303	Jail Diversion Coordinator	1.67		1.67			
	PF304	Bond Agent-CNTYNU	1		1			
		<u>8.67</u>	<u>0</u>	<u>8.67</u>	<u>0</u>			

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EXHIBIT B.

HEALTH & WELFARE
Veterans Affairs

Job Type	Job Title	2010 Amended FTE's		2011 Submitted FTE's	
		Funded	Unfunded	Funded	Unfunded
CL104	Service Officer-GELC	1		1	
DR107	Veterans Affairs Officer-DIR	1		1	
		<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>

OTHER

Senior Services

CL103	Admin Secretary-GELC	1		1	
DR104	Senior Services Manager-DIR	1		1	
		<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>

Juvenile Home

CC101/CC103	Youth Specialist - Degree/No Degree	13	1	12.5	1.5	Vacant (1); LOA (.5)-employee RTW 7/1/11
CC102/CC104	Youth Specialist - Degree PT/No Degree PT (4@ 8 ea)	3.2		3.2		
CC102/CC104	Youth Specialist - Degree PT/No Degree PT		0.8		0.8	Vacant
CC102/CC104	Youth Specialist - Degree PT/No Degree PT		0.8		0.8	Vacant
CK100	Cook	1.7		1.7		
CK105	Life Skills Specialist	1		1		
CL101	Administrative Asst-JH-CNTY	1		1		
CL110	Secretary - Juv Hm	1		1		
DR103	Juvenile Home Director-DIR	1		1		
DR106	Asst Juvenile Home Director-DIR	1		1		
MG101	Team Leader - CNTYNU	1		1		
MG104	Team Leader II - CNTYNU	1		1		
MG106	Lead Shift Supervisor JH CNTY	1		1		
MG107	Shift Supervisor-JUVHM	3		3		
MG108	Food Services Mngr JH-CNTYNU	1		1		
MG112	Project Leader - JH-CNTY	1			1	Vacant
		<u>30.9</u>	<u>2.6</u>	<u>29.4</u>	<u>4.1</u>	

512.020 22.075 498.995 33.575

GRAND TOTAL

534.095

532.570