

**AUTHORIZED STAFFING ALLOCATION REPORT**

11/22/11

**EXHIBIT B.**

	Job Title	2011 Amended FTE's		2012 Submitted FTE's		
		Funded	Unfunded	Funded	Unfunded	
<b>LEGISLATIVE</b>						
<b>Board of Commissioners</b>						
	Board Secretary-CNTY		1		1	Vacant
	Chairman of the Board	1		1		
	Vice Chairman of the Board	1		1		
	Board Member	5		5		
		<u>7</u>	<u>1</u>	<u>7</u>	<u>1</u>	
<b>JUDICIAL</b>						
<b>Circuit Court/Friend of the Court/Drug Court</b>						
	Court Services Officer-UAW-CIRC	5		5		
	Judicial Secretary - CIRC	4		4		
	FOC Clerk-UAW	3		4		
	Records Clerk - UAW	1		0		
	Office Assistant - UAW	23		22		
	Information Services Rep-UAW	5		5		
	Office Assistant - PT .75	0.75		0.75		
	Office Assistant PT - UAW-PT	1.8		0.5	1.3	
	Drug Court Case Manager	2		2		
	Drug Ct Case Mngr PT - UAWPT	0.5		0.5		
	Drug Court Coordinator	1		1		
	Circuit-Probate Ct Admin/FOC	1		1		
	Circuit Court Judge	4		4		
	Deputy FOC - Atty CIRC	1		1		
	Admin Svcs Mgr-CIRC	1		1		
	Chief Referee-CIRC	1		1		
	Enforcement Services MGR-CIRC	1		1		
	Support Services Manager-FOC	1		1		
	Referee Asst. Unit Supervisor-FOC	1		1		
	Information Services Unit Supervisor FOC	1		1		
	Asst Enforcement Services Supervisor			1		
	Asst Investigative Services Supervisor			1		
	Enforcement Officer-UAW	16		14		
	Enforcement Officer - PT UAW-PT	0.55			0.55	
	Attorney Referee-CIRC	3	1	3	1	
	Court Reporter - UAW	1		1		
		<u>79.6</u>	<u>1</u>	<u>78.75</u>	<u>3</u>	All Vacancies
<b>Circuit Court-Family/Child Care Fund</b>						
	Office Assistant - UAW	7.5	1	7	1.5	
	Court Collections Assistant-UAW	1		1		
	Deputy Court Admin - Juvenile Services	1		1		
	Clerical Services Supervisor CIRC	1		1		
	Asst Juv Probation Manager-Family	1		1		
	Probation Officer - UAW Circ	9.5	1.5	8	3	
	Surveillance Officer - UAW	1.5	0.5	1.5	0.5	
	Court Services Specialist	1			1	
		<u>23.5</u>	<u>3</u>	<u>20.5</u>	<u>6</u>	All Vacancies
<b>District Court/Sobriety Court/ Drug Treatment (PA2)</b>						
	Court Services Officer-UAW	4		3	1	Layoff
	Court Secretary-DISTRICT	1		1		
	Administrative Secretary-DISTRICT	1		1		
	Probation Secretary-UAWDPT	0.7		0.7		
	Deputy Court Clerk UAW	15	1	15		
	Court Recorder/Judicial Secretary DISTRICT	4		4		
	Deputy Court Clerk - Part Time UAW-D	4.7	0.8	5	1.6	Vacancies (2@ .7FTE; 2 FTE)
	Deputy Court Teller UAW	1		1		
	District Court Administrator DIR-DISTRICT	1		1		
	District Court Judge	4		4		
	Account Clerk-UAW	1		1		
	Deputy District Court Admin DISTRICT	1		1		
	Chief Probation Officer-DIST	1		1		
	Accounting Manager-DIST	1		1		
	Deputy Dist Ct Clerk Supervisor-DIST	4		4		
	Warrant Supervisor-DIST	1		1		
	Intensive Probation Field Officer UAW-D	1.5		1.12	0.38	Layoff
	Probation Officer UAW-D	5	0.8	5	0.8	Vacant
	Intensive Probation Officer UAW-D	2		2		
	Magistrate-DIST	2	0.38	1.6	0.78	FTE reduction .4; .38 Vacant
		<u>55.90</u>	<u>2.98</u>	<u>54.42</u>	<u>4.56</u>	

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<b>Probate Court/Court Services</b>	Deputy Probate Register-PROB	3	1	3	1	Vacant
	Court Services Officer	1		1		
	Judicial Secretary/Assignment Clerk PROB	1		1		
	Probate Court Judge	2		1		2011 Retirement-potential elimination
	Jury Coordinator-UAW	1		1		
	Guardianship Investigator-PROBATE	1		1		
	Probate Court Manager/Register	1		1		
		<b>10</b>	<b>1</b>	<b>9</b>	<b>1</b>	
<b>GENERAL GOVERNMENT</b>						
<b>County Administrator</b>	County Administrator/Controller	1		1		
	Assistant County Administrator	1		1		
	Executive Administrative Assistant	1		1		
	Grant Writer-CNTY		1		1	Vacant
		<b>3</b>	<b>1</b>	<b>3</b>	<b>1</b>	
<b>Admin Services/Purchasing/Bldgs &amp; Grounds</b>	Admin Asst-County Admin-CNTYNU	1		0.5	0.5	FTE reduction
	Administrative Services Coordinator-CNTYNU		1	0		
	Administrative Services Director-DIR		1	0		
	PC Support Specialist-CNTY		1	1		
	Special Projects Coordinator-CNTY	1	1	1	0	
	LAN Technician-CNTYNU	1		1		
	Computer Support Specialist - CNTYNU				1	Vacant - 2012 alloc from Public Safety
	IT Manager-CNTY	1		1		
	Facilities Manager-AFSCME	1		1		
	Building Supervisor-BC - AFSCME	1		1		
	Services Mgr-AFSCME	1		1		
	Maintenance Mechanic I-GELC	1			1	Layoff
	Maintenance Mechanic II-GELC	5.5	0.5	5	0	
	Maintenance Mechanic III-GELC	4		3.15	0.85	2011 Retirement
Purchasing Coordinator-GELC	1		1			
Mail Couriers (2 @ .5 each)	1		1			
		<b>19.5</b>	<b>4.5</b>	<b>17.65</b>	<b>3.35</b>	
<b>Clerk</b>	Deputy Clerk/Register	1		1		
	Official Document Specialist-GELC	13	1.5	12	2.5	Vacant (2); 2011 budget Layoff (1); rehire of one vacancy funded .5 level only
	Records Clerks-GELC (2 @ .5 each)	1		1		
	Electronic Archivist-GELC	1		1		
	Clerk/Register	1		1		
	Court Clerk Supervisor-CNTY	1		1		
	Fiscal Officer-CNTY	1		1		
	Senior PPO Coordinator-CNTYNU	1		1		
	Elections Specialist-GELC	1		1		
		<b>21</b>	<b>1.5</b>	<b>20</b>	<b>2.5</b>	
<b>Corporation Counsel</b>	Corporation Counsel-APPT	1		1		
		<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	
<b>Finance</b>	Finance Director-DIR	1		0.5	0.5	Vacant
	Accounting Clerk II-GELC	1		1		
	Payroll/HR Data Reporting CNTY	1		1		
	Budget Analyst-CNTY	1		1		
	Financial Analyst-CNTY	1		1		
		<b>5</b>	<b>0</b>	<b>4.5</b>	<b>0.5</b>	
<b>Equalization/GIS</b>	Equalization Director APPT		1		1	Vacant
	Deputy Equalization Director DIR	1		1		
	GIS Coordinator	1		1		
	Property Appraiser II-GELC	3		1.8	0.2	Voluntary reduction of hours
	Property Appraiser III-GELC	1		0.9	0.1	Voluntary reduction of hours
		<b>6.0</b>	<b>1.0</b>	<b>4.7</b>	<b>1.3</b>	
<b>Human Resources</b>	HR Administrative Assistant CNTYNU	1		0.8	0.2	FTE reduction
	HR / Labor Relations DIR	1		1		
	Benefits Specialist-CNTY	1		1		
	Human Resources Specialist CNTY	1		1		
		<b>4</b>	<b>0</b>	<b>3.8</b>	<b>0.2</b>	

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<b>Prosecuting Attorney</b>	Chief Assistant Prosecutor	1		1		
	Court Coordinator-GELC	3		3		
	Paralegal-GELC	1		1		
	Legal Secretary I-GELC	1			1	
	Legal Secretary II-GELC	4	1	4	1	Vacant
	Receptionist-GELC	2		1	1	Vacant
	Victim Services Assistant-GELC	2		2		
	Paralegal-CRP-GELC	4		4		
	Prosecutor	1		1		
	Office Administrator-AFSCME	1		1		
	Criminal Investigator-GELC	1	1	1	1	Vacant
	CRP Investigator-GELC	1		1		
	Victims Unit Coordinator-GELC	1		1		
	Witness Unit Coordinator-GELC	1		1		
	Asst Prosecuting Attorney I	2		2		
	Asst Prosecuting Attorney II	11.5	1	10.5	2	Vacancies
	<b>37.5</b>	<b>3</b>	<b>34.5</b>	<b>6</b>		
<b>Treasurer</b>	Deputy Treasurer	1		1		
	Treasurer	1		1		
	Accounting Assistant - GELC	5		5		
	Fiscal Officer-AFSCME-Treasurer	1		1		
	Property Foreclosure-CNTYNU	1		1		
	Land Bank Property Manager-CNTYNU	1		1		
		<b>10</b>	<b>0</b>	<b>10</b>	<b>0</b>	
<b>MSU Extension</b>	Program Assistant-GELC	1		0.875	0.125	Voluntary reduction of hours
	Clerk/Typist-GELC	0.625		0.75		FTE increase
	Office Supervisor-AFSCME	1			1	Layoff
	<b>2.625</b>	<b>0</b>	<b>1.625</b>	<b>1.125</b>		
<b>Water Resources</b>	Deputy Drain Commissioner	1		1		
	Clerk/Typist - GELC		0.5		0.5	Vacant
	Assessment Assistant - GELC	1		1		
	Water Resource Commissioner	1		1		
	Drain Inspector/Coordinator-PT	0.75		0.75		
	<b>3.75</b>	<b>0.5</b>	<b>3.75</b>	<b>0.5</b>		
<b>PUBLIC SAFETY</b>	Emergency Management Coordinator	1		1		
	UnderSheriff	1		1		
	Admin Asst Sheriff-CNTYNU	1		1		
	Clerk-POAM	2		2		
	Transcriptionist-POAM	2		2		
	Clerical - CNTYNU		1		1	
	POAM Deputy/Correctional Officer	117	5	117	5	
	Control Room Operator-POAM	12	1	12	1	
	Civil Process Server-POAM	1		1		
	Regional Solution Area Planner	1.6		1.6		
	Dog Control Officer POAM	1		1		
	Chief Deputy-Sheriff-CNTY	1		1		
	Sheriff	1		1		
	Bookkeeper-POAM	3		3		
	Captain - COAM	2		2		
	Lieutenant - COAM	5		5		
	Sergeant - COAM	13	1	13		
	Support Services Manager - COAM			1		
	Computer Support Specialist - CNTYNU		1			Vacant - 2012 alloc to Admin Services
	Detective-POAM	2		2		
Fiscal Manager CNTYNU	1			1		
Casual - Marine Safety (Summer)/TEAM (Winter)	0.6		0.6			
	<b>168.2</b>	<b>9</b>	<b>168.2</b>	<b>8</b>		

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		Funded	Unfunded	Funded	Unfunded	
<b>Community Corrections</b>	Clerical-CNTYNU	1		1		
	Jail Population Coordinator-CNTYNU	1		1		
	Community Corrections Mgr-CNTY	1		1		
	Case Manager-Comm Corr CNTY	3		3		
	Jail Diversion Coordinator	1.67		1.17	0.5	
	Bond Agent-CNTYNU	1		1		
		<u>8.67</u>	<u>0</u>	<u>8.17</u>	<u>0.5</u>	
<b>HEALTH &amp; WELFARE</b>						
<b>Veterans Affairs</b>	Service Officer-GELC	1		1		
	Veterans Affairs Officer-DIR	1		1		
		<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	
<b>OTHER</b>						
<b>Senior Services</b>	Admin Secretary-GELC	1		1		
	Senior Services Manager-DIR	1		1		
		<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	
<b>Juvenile Home</b>	Youth Specialist - Degree/No Degree	12.5	1.5	14		
	Youth Specialist - Degree PT/No Degree PT	3.2		2.4		
	Youth Specialist - Degree PT/No Degree PT		0.8	0.8		
	Youth Specialist - Degree PT/No Degree PT		0.8		0.8	Vacant
	Cook	1.7		1.2	0.5	FTE reductions
	Life Skills Specialist	1			1	Vacant
	Administrative Asst-JH-CNTY	1		1		
	Secretary - Juv Hm	1			1	Layoff
	Juvenile Home Director-DIR	1		1		
	Asst Juvenile Home Director-DIR	1		1		
	Team Leader - CNTYNU	1		1		
	Team Leader II - CNTYNU	1			1	Vacant
	Lead Shift Supervisor JH CNTY	1		1		
	Shift Supervisor-JUVHM	3		3		
	Food Services Mngr JH-CNTYNU	1		1		
	Project Leader - JH-CNTY		1		1	Vacant
		<u>29.4</u>	<u>4.1</u>	<u>27.4</u>	<u>5.3</u>	
		<u>499.645</u>	<u>33.575</u>	<u>479.965</u>	<u>45.680</u>	
	<b>TOTAL (without Health Dept)</b>		<u>533.220</u>		<u>525.645</u>	
	<b>HEALTH DEPT (as previously approved)</b>		<u>53.919</u>		<u>55.833</u>	
	<b>GRAND TOTAL</b>		<u>587.139</u>		<u>581.478</u>	