

RESOLUTION APPROVING POSITION CHANGES FOR THE CREATION OF
SENIOR CLERK POSITIONS WITHIN THE TRIAL COURT

WASHTENAW COUNTY BOARD OF COMMISSIONERS

February 20, 2019

WHEREAS, the Washtenaw County Trial Court Clerk's office has had a large amount of staff turnover in the last few years; and

WHEREAS, this turnover has caused the Trial Court Clerk's office to spend many thousands of dollars in staff time training and hiring new staff; and

WHEREAS, the creation of six new Senior Clerk positions will provide advancement opportunities for court staff which will contribute to a reduction in staff turnover, will provide dedicated staff for uniform training and oversight of clerking operations and will provide specialized leadership for e-filing operations and other improvements to the functioning of the Trial Court Clerk's office; and

WHEREAS, the annual savings realized from the elimination through attrition of an existing court clerk position will be more than enough to pay for the incremental increase in compensation for six court clerks to go from a grade 17 to a Senior Clerk grade 19; and

WHEREAS, it is requested that the Board of Commissioners approve this proposed elimination of one grade 15/17 Court Clerk through attrition and the creation of six new grade 19 Senior Clerk positions; and

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby approves the restructuring of these positions within the Trial Court Clerk's Office.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the elimination through attrition of one Trial Court Clerk position.

BE IT FURTHER RESOLVED that the Board of Commissioners authorize the creation of six Trial Court Senior Clerk grade 19 positions.

Effective , 2019

<u>POSITION #</u>	<u>POSITION TITLE</u>	<u>Group</u>	<u>Grade</u>	<u>Create</u>	<u>Eliminate</u>
159200XX	Trial Ct Clerk 2T	1300	15/17		7.0

<u>POSITION #</u>	<u>POSITION TITLE</u>	<u>Group</u>	<u>Grade</u>	<u>Create</u>	<u>Eliminate</u>
19010001 - 19010006	Trial Ct Senior Clerk	1300	19	6.0	

* Net decrease of 1.0 FTE

* Position #'s TBD once position and hiring process have occurred