

1 **WASHINGTON COUNTY, WISCONSIN**

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3 Date of enactment: 4/26/14

4 Date of publication: 4/26/14

5 **VOTE**

6 **2013 ORDINANCE 34**

7
8 AN ORDINANCE to amend Sections 4.01 and 4.09 relating to: Administrative Coordinator
9 and Director of Human Resources.

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11 *The people of the County of Washington, represented in the Board of Supervisors, do ordain*
12 *as follows:*

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14 **SECTION 1.** Section 4.01(3) of the code is amended to read:

15 **4.01 ADMINISTRATIVE COORDINATOR.** (3)(AM 13-34) **Powers and Duties.**

16 * * *

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18 (j) Appointment of Department Heads, Staff and Assistants. The County
19 Manager shall appoint all department heads where no specific provision is provided in the
20 Wisconsin Sstatutes or in this chapter and shall further appoint such assistants, staff and technical
21 staff of his or her office as authorized by the County Board. Department head appointment shall
22 be made in consultation with the appropriate Liaison Committee. Where the statute governs
23 appointment of a department head, the County Manager shall recruit and screen candidates, and
24 shall recommend candidates to the County Board, County Board Chairperson, County liaison
25 committee or other appointing authority. The number of candidates recommended shall normally
26 be 2 or 3, depending on the quality and quantity of applicants and as further directed by the
27 appointing authority. The County Manager shall train and supervise department heads regardless
28 of the appointing authority.

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30 **SECTION 2.** Section 4.09(2) and (3) of the code is amended to read:

31 **4.09 DIRECTOR OF HUMAN RESOURCES.** (2)(AM 13-34) **Appointment.** The
32 Director of Human Resources shall be appointed by the ~~Administrative Services Committee with~~
33 ~~an advisory recommendation of the County Manager.~~

34
35 (3)(AM 13-34) **Duties.** Under the general supervision of the County Manager ~~and~~
36 ~~Administrative Services Committee~~, the duties of the Director of Human Resources shall be
37 generally to develop, implement and administer a comprehensive personnel program for all
38 Washington County employees. The specific duties of the Director of Human Resources shall be
39 as approved by the Administrative Services Committee in the detailed class specifications for the
40 position.

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42 **SECTION 3. EFFECTIVE DATE.** This ordinance shall become effective upon
43 passage by the Board of Supervisors and publication as provided by law.

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45 **SECTION 4. SUMMARY.** Ordinance amendment clarifying authority of County
46 Manager.

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VOTE REQUIREMENT FOR PASSAGE: Majority

APPROVED: Introduced by members of the EXECUTIVE
(signed by Kimberly A. Nass) COMMITTEE as filed with the County Clerk.

Kimberly A. Nass, County Attorney

Dated 4/17/14 (signed by Herbert J. Tennies)

Considered 4/15/14 Herbert J. Tennies, Chairperson

Adopted 4/15/14

Ayes 30 Noes 0 Absent 0

Voice Vote _____

Countersigned:

Herbert J. Tennies

County Board Chairperson

(No fiscal effect.)