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From the Clerk of Circuit Court, Combined Court Related Operations, requesting authorization to abolish five full-time equivalent (FTE) Senior Clerical Assistant and two FTE Court Coordinator positions, and to create five FTE Deputy Court Clerk and one FTE Administrative Assistant positions in order to assist with increased demands resulting from the implementation of e-filing within the Civil Division, by recommending adoption of the following:

**A RESOLUTION**

WHEREAS, the creation of five full-time equivalent (FTE) Deputy Court Clerk positions in the Office of the Family Court Commissioner (FCC) will be utilized to staff court rooms and process cases as required by Wisconsin State Statutes; and

WHEREAS, the creation of one FTE Administrative Assistant position in the Civil Division will provide administrative support to the Deputy Division Administrator by maintaining confidential documents and assisting in the processing of e-file conversions; and

WHEREAS, five FTE Senior Clerical Assistant positions, and two FTE Court Coordinator positions which are currently vacant and not representative of current critical needs to Combined Court Related Operations will be abolished resulting in a decrease in salary expenditures; and

WHEREAS, the request to approve the classification for these positions is being reviewed separately by the Committee on Personnel as part of File Nos. 18-505 and 18-506; and

WHEREAS, the Committee on Finance and Audit, at its meeting of July 19, 2018, recommended adoption of File No. 18-487 (vote 7-0); now, therefore,

BE IT RESOLVED, that five full-time equivalent (FTE) Senior Clerical Assistant positions, and two FTE Court Coordinator positions are hereby abolished; and

BE IT FURTHER RESOLVED, the Milwaukee County Board of Supervisors hereby authorizes, approves, and creates the following positions in Combined Court Related Operations, Org. Unit 2000, effective July 26th, 2018:

Action	Title	No. of Positions	Job Code	Pay Range
Create	Deputy Court Clerk	5.0	00008780	25K
Create	Administrative Assistant	1.0	00001000	06PM

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