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From Combined Court Operations, requesting authorization to abolish Five (5) FTE Sr. Clerical Assistant and two (2) FTE Court Coordinator positions and create five (5) FTE Deputy Court Clerk and one (1) FTE Administrative Assistant.

A RESOLUTION

WHEREAS, the creation of five (5) 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 Statutes. ; and

WHEREAS, the creation of one (1) Administrative Assistant 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 (5) FTE Sr. Clerical Assistant positions and two (2) 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; now, therefore,

BE IT RESOLVED, that, five (5) FTE Sr. Clerical Assistant positions and two (2) FTE Court Coordinator positions are abolished and five (5) FTE Deputy Court Clerk and one (1) FTE Administrative Assistant positions are created in Combined Court Related Operations.