



GREG BROCKMEYER
Director of Administration

COUNTY OF DANE
DEPARTMENT OF ADMINISTRATION
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Date: March 22, 2021

To: All Department Heads

From: Greg Brockmeyer
Director of Administration

Subject: Proposed Temporary Exception to the Employee Benefit Handbook for Employee Group 720
Regarding Uniform Allowance

Dane Co. Ord. §18.24(5)(a) authorizes the Director of Administration to make temporary situational exceptions to the Employee Benefit Handbook after reasonable notice to and if requested, meeting with interested stakeholders.

I am distributing the following proposed exception to employees, the appropriate Employee Group Representative, and any other interested stakeholders. If concerns regarding the implementation of the exception are raised, I will schedule a meeting with the parties.

EXCEPTION TO EBH: UNIFORM ALLOWANCE

1. The Weapons Screeners are now managed by the Sheriff's Office. To keep the uniform allowance in line with the Jail Clerks and Security Support Specialists a temporary exception to EG 720 Employee Benefit Handbook is being issued.
2. A temporary exception is being issued for payroll year 2021 to change the handbook language to provide an annual allotment for uniforms and shoes in the amount of one hundred fifty dollars (\$150.00) for uniforms and fifty-five dollars (\$55.00) for shoes. follows –

SUBJECT: UNIFORM ALLOWANCE

Section 2:

Sheriff's Office Uniforms. The annual allotment for uniforms and shoes for Jail Clerks, ~~and Sheriff's Aides~~ Security Support Specialists, and Weapons Screeners shall be one hundred fifty dollars (\$150.00) for uniforms, fifty-five dollars (\$55.00) for shoes.

3. The temporary exception set forth above shall expire on December 18, 2021.

CC: Amy Utzig, Director of Human Resources
Cathy Lippart, Payroll Manager
Shannon Maier, Employee Advocate Manager