



## Agenda Item

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**File #:** 24-1933

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**Requested Agenda Date:**

8/6/2024

**Requested Agenda Title:**

Budget Adjustment: The Clerk's Office Requests an Increase of 0.25 FTE to Make the Existing 0.75 FTE Election Coordinator Position a Full 1.0 FTE. This Adjustment Is Intended to Ensure Adequate Staffing for the Upcoming Presidential General Election and to Meet the Heightened Statutory Obligations in All Future Elections.

**Requested Agenda Item Description:** Converting this .75 FTE to a full-time FTE will help ensure that we are adequately staffed not only to handle the upcoming Presidential General Election, but also to meet our heightened statutory obligations in all future elections. Due to several years of heavy legislative direction on and changes to election processes, administering any given election has become a more complicated and lengthy process. Since the incumbent in this currently .75 FTE is retiring, this is a prime opportunity to increase our capacity in an efficient and economical way, by bumping it to a full time FTE. As our office works long hours throughout an election cycle, and our ability to staff up for an election via temporary workers is dependent upon how many full-time merit employees are available to supervise, bumping up this position's hours this relatively small amount would have an outsized impact.

**Requested Action:** Discussion - Vote Needed

**Presenter(s) (with titles):** Hoa Nguyen, Council Budget and Policy Analyst

**Time Needed:** Less than 5 MINS

**Is this Item Time-Sensitive and/or Requesting a Time-Certain?** No

**Requesting Staff Member:** Lannie Chapman, County Clerk

**Are Supporting Documents Needed for this Agenda Item Request?** Yes