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INTEROFFICE MEMORANDUM

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**TO:** BOARD OF SUPERVISORS  
**FROM:** CONNIE BECK, DIRECTOR  
**SUBJECT:** FY 2024-25 HIRING FREEZE EXCEPTION  
**DATE:** NOVEMBER 12, 2024

On June 25, 2024, your Board approved the below exemptions to a hiring freeze instituted June 4, 2024 for the Department of Health & Human Services.

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- Behavioral Health Clinicians (I/II)
- Behavioral Health Case Managers
- Peer Coaches
- Behavioral Health Nurse
- Mental Health Worker
- Psychiatric Technician
- Nurse Case Manager
- Parent Partner
- Legal Clerk I/II
- Social Services Aide
- Social Worker I/II (CWS, eligibility)
- Social Worker III (CWS, eligibility)
- Social Worker IV
- Social Worker Supervisor
- Youth Support Specialist
- Office Assistant I/II (Child Welfare Services, Welfare)
- Eligibility Specialists Series:
  - Eligibility Specialist Trainee, I, II
- Employment & Training Worker I/II
- Employment & Training Worker III
- Senior Office Assistant
- Senior Vocational Counselor
- Vocational Counselor



I am requesting exemption to the hiring freeze for the following additional classifications:

- Program Coordinator
- Vocational Assistant/Trainee
- Eligibility Specialist III
- Eligibility Supervisor
- Social Worker I/II/III
- Office Assistant I/II
- Community Health Outreach Worker I/II
- Employment & Training Program Coordinator
- Supervising Behavioral Health Clinician

Inability to quickly fill these positions has an impact on providing mandated services. Additionally, revenue generating classifications need to be filled quickly in order to address the structural deficit and negative fund balances.

Thank you for your consideration.

Connie Beck

