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MEMO

TO: House Committee on General, Housing, and Military Affairs
House and Senate Committees on Government Operations

FROM: Beth Fastiggi, Commissioner Department of Human Resources

DATE: January 15, 2021

SUBJECT: Executive Branch Temporary Employee Report – CY 2020

The enclosed report on temporary employees in calendar year 2020 is submitted by DHR Commissioner Beth Fastiggi on behalf of Secretary of Administration Susanne Young, in accordance with 3 V.S.A. §331c(1).

- There were no temporary employees that worked 1,280 hours in the prior year.
- There were 31 temporary employees that worked over 1,280 hours in the prior year.

28 of the 31 temporary employees that worked over 1,280 hours in the prior year received approval from DHR. Departments did not request a waiver for hours worked over 1,280 for four temporary positions.

Of the 28 temporary employees that did receive waivers, we recommend that the Department of Libraries replace this temporary position with a classified position.

The following pages list the employing agency or department, temporary employee category, job title, hours worked and notes recommending the position continue, terminate, or convert to a classified position.



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3 V.S.A. §331c(1)

Department	Current Reg/Temp	Job Title	Sum of Hours	Notes
Agriculture, Food & Mrkts Agency	Temporary Part-time	Agri Water Qual Specialist II	1381.75	This temporary position could continue due to continuity of government operations during the COVID response. Several other AGR employees have been reassigned to other activities. This employee is covering required statutory Agriculture functions.
Children and Families	Temporary Part-time	DDS Medical Consultant	1396.5	This temporary position should continue because additional hours were worked for VDH doing calls to people regarding their COVID-19 test results. Doctor must devote time to case assessment, disability claims would rapidly backlog and determinations would stop being processed or be greatly delayed.
Children and Families	Temporary Part-time	Administrative Serv. Coordinator I	1293.5	Department did not request a waiver from working over hours. We recommend the temporary terminate.
Children and Families	Temporary Part-time	DDS Medical Consultant	1567.5	This temporary position should continue because additional hours were worked for VDH doing calls to people regarding their COVID-19 test results. Doctor must devote time to case assessment, disability claims would rapidly backlog and determinations would stop being processed or be greatly delayed.
Children and Families	Temporary Part-time	DDS Medical Consultant	1545.5	This temporary position should continue based on the need to maintain continuity of this critical public health program
Corrections	Temporary Fill-In	Appointee	2000	This temporary position should continue due to the Coronavirus pandemic and intimate involvement of interim Commissioner in the Department's response, it is unlikely that a qualified candidate would be available or able to assume leadership of the department at this time. In order to maintain leadership during this crisis, it is necessary to continue this temporary position.

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3 V.S.A. §331c(1)

Department	Current Reg/Temp	Job Title	Sum of Hours	Notes
Corrections	Temporary Emergency	Corrections Planning Director	1381	Department did not request a waiver from working over hours. We recommend the temporary terminate.
Defender General's Office	Exempt	Paralegal	1523.5	The temporary has transferred to a Staff Attorney position and the paralegal temporary is no longer being utilized.
Disabilities Aging Ind. Living	Temporary Intermittent	Public Guardian	1484	This temporary position should continue to allow classified employees to focus on their statutory prescribed duties which involve problem solving and decision making for the people the represent.
Disabilities Aging Ind. Living	Temporary Sporadic	Policy & Operations Manager	1377	Department did not request a waiver from working over hours. We recommend the temporary terminate.
Disabilities Aging Ind. Living	Temporary Part-time	Nurse Case Manager / URN II	1429	This temporary position should continue based on the redeployment of several DAIL personnel to COVID related assignments, necessitating the need for temporary Nurse Case Managers to work additional hours.
Executive Office	Temporary Sporadic	Intern - Temp	1287.5	The intern position should continue during the pandemic to assist with communication and respond to the constituents residents of Vermont.
Labor	Temporary Sporadic	Administrative Assistant B	1565.5	This temporary position should continue to assist during the COVID pandemic to assist with the high number of unemployment insurance claims.
Labor	Temporary Emergency	UC Cust Serv Rep I	1794.55	This temporary position should continue to assist during the COVID pandemic to assist with the high number of unemployment insurance claims.
Libraries	Temporary Part-time	Librarian C AC: Technical Serv	1759	Recommend this position utilized a vacant classified position.

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Department	Current Reg/Temp	Job Title	Sum of Hours	Notes
Liquor and Lottery	Temporary Fill-In	Financial Director I	1894	This temporary position should terminate once efforts have been completed to transition the work performed by the temporary employee to a classified position.
Military	Temporary Fill-In	Airport Fire Fighter	2252.25	The temporary position should continue due to multiple vacancies and several individuals out on leave. COVID-19 modifications to standard shift operations has increased the workload of each shift making it difficult to complete all required task.
Public Safety	Temporary Fill-In	E-911 Call Taker	1502.5	This temporary position should continue due to turnover rate and time for training, the Department never has all positions full or all classified employees contributing to the schedule.
Public Safety	Temporary Sporadic	E-911 Call Taker	1526	This temporary position should continue during the COVID-19 response due to the duration of the event and the long-term response operations.
Public Safety	Temporary Emergency	Emergency Management Spec II	1301	This temporary position should continue during the COVID-19 response due to the duration of the event and the long-term response operations.
Public Safety	Classified	Program Technician I	1413.75	This temporary position should continue to assist the State Emergency Operations Center to direct requests into the SEOC and take detailed notes to document decisions.
Public Safety	Temporary Fill-In	PSAP Emrgcy Comm Dispatcher I	3041	This temporary position should continue due to turnover rate and time for training, the Department never has all positions full or all classified employees contributing to the schedule.

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Department	Current Reg/Temp	Job Title	Sum of Hours	Notes
Transportation Agency	Temporary Part-time	Program Technician II	1443.5	This temporary position will terminate once a full-time position is recruited and filled.
Vermont Veterans' Home	Temporary Fill-In	Registered Nurse II - CSN	1352.07	This temporary position should continue due to safety of the residents at VVH in the face of the COVID pandemic that has caused many absences among VVH staff.
Vermont Veterans' Home	Temporary Intermittent	Veterans Home Utility Worker	1408.5	This temporary position should continue due to safety of the residents at VVH in the face of the COVID pandemic that has caused many absences among VVH staff.
Vermont Veterans' Home	Temporary Intermittent	Veterans Home Utility Worker	1583.25	This temporary position should continue due to safety of the residents at VVH in the face of the COVID pandemic that has caused many absences among VVH staff.
Vermont Veterans' Home	Temporary Part-time	Veterans Home Utility Worker	1504.87	This temporary position should continue due to safety of the residents at VVH in the face of the COVID pandemic that has caused many absences among VVH staff.
Vermont Veterans' Home	Temporary Fill-In	Activities Aide	2031.65	This temporary position should continue due to safety of the residents at VVH in the face of the COVID pandemic that has caused many absences among VVH staff.
Vermont Veterans' Home	Temporary Intermittent	Veterans Home Utility Worker	1447.95	This temporary position should continue due to safety of the residents at VVH in the face of the COVID pandemic that has caused many absences among VVH staff.

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Vermont Veterans' Home	Temporary Part-time	Veterans Home Utility Worker	1313	This temporary position should continue due to safety of the residents at VVH in the face of the COVID pandemic that has caused many absences among VVH staff.
Vermont Veterans' Home	Temporary Emergency	Licensed Nursing Assistant	1333	This temporary position should continue due to safety of the residents at VVH in the face of the COVID pandemic that has caused many absences among VVH staff.