



**Request for City Council Committee Action
From the Department of Community Planning & Economic Development**

Date: September 26, 2005
To: Council Member Johnson Lee, Health and Human Services Committee
Refer To: Council Member Barbara Johnson, Ways and Means Committee
Prepared by Name: Deb Bahr-Helgen
Phone: x6226

Presenters in Committee Name: Chip Wells Title: Director of Employment & Training

Approved by Mike Christenson, Director, Economic Development

Subject: Request approval to start Family Support Specialist – Employment and Training at level 6.5

RECOMMENDATION: Minneapolis Employment and Training Program requests your approval to hire Linda Dehaven at a level 6.5 of the salary scale for Family Support Specialist III – Employment and Training.

Previous Directives: None

Financial Impact (Check those that apply)

No financial impact – or – Action is within current department budget.
(If checked, go directly to Background/Supporting Information).

Background/Supporting Information:

We are seeking to fill the position of Family Support Specialist III with the top candidate for the position, Linda Dehaven. The position is responsible for the design, planning, implementation, and management of in-house and contracted employment and training programs and supervises Family Support Specialist II, Family Support Specialist I, and Support Staff. Specifically, this position provides complex programmatic and technical assistance to contracted service providers and requires extensive knowledge of the Minnesota Family Investment Program (MFIP). The applicant more than meets the minimum three years of relevant experience as required for the position. Ms. Dehaven has sixteen years of relevant work experience in the employment and training field and was a part of a handful of counties involved in the MFIP field trials. For the past four years as Director of Dakota County Technical College Employment and Training, Ms.

Dehaven has provided program oversight for Welfare to Work programs. Along with Ms. Dehaven's years of work experience directly related to this position, she holds a Bachelor's Degree in Psychology and Sociology from Carroll College and a Master of Science Degree in Personnel and Counseling with Drake University. With her work history and knowledge of the MFIP program, Ms. Dehaven will be an extremely valuable addition to METP.

Reason for request to start at Step 6.5

Currently, Ms. Dehaven is paid \$65,739 by Dakota County Technical College. Step 6.5 of Family Support Specialist is \$65,733. At Step 6.5 of the rate, she will be accepting this position at a salary level fairly equal to her current level.

We believe starting Ms. Dehaven at Step 6.5 is a reasonable request.

Approved (HR Director)	Signature	Date
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