

Municipality	Population	Number of Regular Full Time or Part Time FTE (Excluding Seasonal/Casual/Temporary staff)	Average Number of Seasonal/Casual/Temporary Staff per year	HR Leader Title	Department HR falls under	HR Leader Reports To	Number of Direct Reports	# of Total HR Staff	Total FTE of HR Staff including HR Leader	HR to Emp Ratio	Titles/FTE of HR Positions	Additional Notes
Town of Grand Chute	23,227	158	15-20	HR Director	Administration	Town Administrator	0	0	0	0.00		I would like to add one FTE as a generalist and safety specialist.
City of Kaukauna	16,070	120	80-100	HR Director	Administration	Utility General Manager/Mayor	0	1	0.5	0.42	HR Director (0.5 FTE)-Shared	HR Director is a shared position between our Municipal Utility and the City. I am one 1.0 FTE staff split 50/50. I have no support staff at the city but I do have a .5 FTE at the Utility (Admin HR Coordinator that reports to the Utility GM) that assists with HR duties. I am also not technically a city employee as I am paid and employed through Kaukauna Utilities and report to the GM of the Utility. Payroll is budgeted under finance.
City of Two Rivers	11,712	115	80	City Clerk/HR Director	Administration	City Manager	0	1	0.5	0.43	City Clerk/HR Director (0.5 FTE)-Shared	I am the sole HR person and spend approximately 50% of my time doing HR related duties. The City Manager is highly involved in disciplinary items.
Morone County	46,365	400	Not Provided	County Administrator	Personnel	County Administrator	1	2	2.0	0.50	HR Director (1.0 FTE) HR Coordinator (1.0 FTE)	
Oconto County	38,383	259	20-25	HR Director	Administration	County Administrator	0	1.3	1.33	0.51	HR Director (1.0 FTE) Confidential Assn HR admin asst. (0.33)	1.0 Admin assistant-Shared with HR/Administration/Emergency Management (0.33 FTE each). My admin assistant has also evolved to almost full time HR related duties even though technically she is shared (0.33 FTE) to each between HR, County Administrator and Emergency management.
Barren County	40,000	280	50	HR Director	Administration	County Administrator	0.5	1.5	1.5	0.54	HR Director (1.0 FTE) HR Payroll/Benefit Advisor (0.5 FTE)	
City of Stevens Point	26,229	225	50**	HR Manager	Administration	Mayor	0	1	1.3	0.59	HR Manager (1.0 FTE) Asst to the Mayor (0.3 FTE) Human Resources Coordinator (1.0 FTE) HR Generalist (1.0 FTE) Sr HR Generalist (1.0 FTE) HR Manager (1.0 FTE)	*Assistant to the Mayor is my back up and handles new employee orientation. She is also the 3rd back up for payroll (Treasurer's)
Sheboygan County	115,456	833	40	HR Director	Human Resources (Stand Alone Dept)	County Administrator	1	5	5.0	0.60	HR Director (1.0 FTE) Human Resources Manager (1.0 FTE) Director of Administration (0.5 FTE) HR Generalist (1.0 FTE)	Presently there is also a Human Resources Generalist (1.0 FTE) on the Table of Organization which remains unbudgeted.
City of Franklin	35,451	202	65	Director of Administration	Administration	Mayor	0	2	1.3	0.64	Director of Administration (0.5 FTE) HR Generalist (1.0 FTE)	DOA handles policy matters (~3 FTE) HR Manager handles majority of operational HR (1 FTE) Finance handles payroll
Langlade County	19,146	150	25	HR Generalist	Administration	County Manager	0	1	1.0	0.67	HR Director (1.0 FTE) Benefits Administrator (1.0 FTE) HR Coordinator (1.0 FTE) Safety/Risk Management (1.0 FTE)	Requesting an HR Generalist for 2022.
Jefferson County	84,769	585	Not Available	HR Director	Administration	County Administrator	3	4	4.0	0.68	HR Director (1.0 FTE) HR Advisor II (1.0 FTE) Benefits Coordinator (1.0 FTE) HR Director (1.0 FTE) Admin Specialist/HR Assistant (0.5 FTE)	
City of Manitowish	32,702	286	134-150	Human Resources Director	Human Resources	Mayor	1	2	2.0	0.70	HR Director (1.0) HR Generalist (1.0)	
Eau Claire County	68,866	550	50	HR Director	Its own department. We do have a Committee on Human Resources as a part of the board.	County Administrator	3	4	4.0	0.73	HR Director (1.0 FTE) HR Advisor I (1.0 FTE) Benefits Coordinator (1.0 FTE) HR Director (1.0 FTE) Admin Specialist/HR Assistant (0.5 FTE)	We are currently asking for a Human Resources Generalist 1.00 position during the budget process as well - Payroll completed by Finance. HR does the data entry into the payroll system.
City of Marshfield	18,827	198	150-175	HR Director	Administration	City Administrator	0	2	1.5	0.76	HR Director (1.0 FTE) Deputy Director (1.0 FTE) HR Analyst (2.0 FTE) HR Coordinator (2.0 FTE) HR Assistant (1.0 FTE)	1.0 Admin Spec/HR Assit shared with Admin/HR (0.5 FTE) and Mayor (0.5 FTE). Admin Spec/HR Assistant reports to City Administrator. Payroll completed by Finance.
City of Kenosha	101,000	860	250-275	HR Director	Administration	City Administrator	6	7	7.0	0.81	HR Director (1.0 FTE) Assistant HR Director (1.0 FTE) HR Benefits Specialist (1.0 FTE) HR Specialist (1.0 FTE) HR Assistant (2.0 FTE)	
Dodge County	87,839	800	300	HR Director	Administration	County Administrator	6	7	7.0	0.88	HR Administrator Specialist (1.0 FTE) Human Resources Director (1.0 FTE) Assistant Human Resources Director (1.0 FTE) Human Resources Advisor (1.0 FTE) Human Resources Advisor (1.0 FTE) Human Resources Associate (1.0 FTE)	Includes 2 FTE's for County owned Nursing Home. Payroll completed by Finance.
Portage County	70,482	570	80	HR Director	Human Resources	County Executive	1	5	5.0	0.88	HR Manager (1.0 FTE) City Clerk/HR Assistant	The Assistant HR Director reports to the HR Director. All other staff report to the Assistant HR Director. One of the HR Advisors is budgeted to our Health Care Center and technically is dedicated to them, we internally split some of the work of so this position can take on some County wide support tasks like FMLA administration for her HR development.
City of Middleton	19,487	165	160-200	HR Manager	Administration	Assistant City Administrator	0	1	1.5	0.91	HR Manager (1.0 FTE) HR Director (1.0 FTE) HR Manager (1.0 FTE) HR Generalist (1.0 FTE) Receptionist (2 casual)	Would like to expand HR someday with a full time HR generalist who would do payroll, recruiting and benefits admin.
City of Beloit	36,900	326	150-200	HR Director	City Manager	City Manager	5	5	3.0	0.92	HR Manager (1.0 FTE) HR Generalist (1.0 FTE) HR Specialist (1.0 FTE)	The City Attorney/Deputy City Manager is serving as the interim HR Director while we rebuild our HR Department. The casual employees we have are 2 casual receptionists. They work at the main greeter desk at city hall and were housed in the HR department for oversight and direction.
City of Fitchburg	29,450	190	85	HR Manager	Administration	City Administrator	1	2	1.8	0.95	HR Manager (1.0 FTE) HR Specialist (0.8 FTE)	Payroll completed by Finance
Wood County	75,381	510	200	HR Director	Operations Committee	Operations Committee/Coor	4	5	5.0	0.98	Human Resources Generalist (1.0 FTE) Human Resources Coordinator (1.0 FTE) Benefits Administrator (1.0 FTE) Safety/Risk Specialist (1.0 FTE)	All positions are full-time
City of Neenah	26,000	265	200	Director of Human Resources & Safety	NA	Mayor	2	3	2.6	0.98	HR Director (1.0 FTE) HR Recruiter/Coordinator (0.8 FTE/30 HPW) HR & Safety Assistant (0.8 FTE/30 HPW)	
City of Jamesville	63,403	560	100	Human Resources Director	Administration	City Manager	4.5	5.5	5.5	0.98	Human Resources Director (1.0 FTE) HR Safety & Wellness Coordinator (1.0 FTE) Administrative Assistant (1.0 FTE) Legal & HR Support Clerk (0.5 FTE)	We are self insured for benefits which makes a difference on workload. Due to the amount of time we spend managing benefits we are proposing transferring a % of our salaries out of the general fund and transfer it to the medical fund to free up funds in hopes of hiring a HR Recruiter due to large amount of recruitments.
City of South Milwaukee	20,957	150		Assistant City Administrator	Administration	City Administrator	1	2	1.5	1.00	Assistant City Administrator (1.0 FTE) HR Coordinator (0.5 FTE)	
City of Whitewater	14,722	96	100-125	HR Manager	Finance and Administrative Services	Finance and Administrative Services	0	1	1.0	1.04	HR Manager (1.0 FTE)	1 HR Manager and no other HR Staff or related staff to provide support
City of Superior	27,257	274	40	HR Director	Mayor	Mayor	2	3	3.0	1.09	HR Director (1.0 FTE) HR Specialist (1.0 FTE) HR Admin Asst (1.0 FTE) Human Resources Director (1.0) Human Resources Manager (1.0) HR Risk Management Coordinator (1.0) Human Resources Generalist (2.0)	The Admin Assist was just added back in 2021. Prior to that there were 2 FTE since 2006.
Dunn County	45,368	451	50-100	HR Director	Administration	County Manager	2	5	5	1.11	HR Risk Management Coordinator and HR Manager directly report to HR Director. HR Generalist directly report to HR Manager.	Deputy Clerk/Confidential Assistant is split between Clerk (0.75 FTE) and Village Manager (0.25 FTE). Outside of election periods, she will help me when her time allows.
Village of Fox Crossing	19,084	90	120-140	HR Manager	Administration	Village Manager	0	1	1.0	1.11	HR Manager (1.0 FTE)	
City of Eau Claire	68,187	497.25	150	HR Director	Human Resources	City Manager	5	6	6.0	1.21	HR Director (1.0 FTE) Risk Manager (1.0 FTE) HR Manager (1.0 FTE) HR Specialist (1.0 FTE) HR Benefits Specialist (1.0 FTE) Administrative Associate IV (1.0 FTE)	
City of Appleton	74,000	640	600	HR Director	Human Resources	Mayor	8	9	8.6	1.34	HR Director (1.0 FTE) Recruitment Assistant HR Director (1.0 FTE) Benefits Coordinator (1.0 FTE) HR Generalist (1.0 FTE)	Enters all payroll changes but Finance processes payroll.
City of Sun Prairie	35,895	280	250	HR Director	Administrative Services	Director of Admin Secs	3	4	4.0	1.43	HR Director (1.0 FTE) HR Generalist (1.0 FTE) Employee Benefits & Payroll Specialist (1.0 FTE) Secretary/Plaster (HR Assistant) (1.0 FTE)	Payroll is a Finance Department function and the Employee Benefits & Payroll Specialist, even though an HR employee, spends approximately 10% time processing payroll. Secretary/Plaster (HR Assistant) spends approximately 1.5 days per pay period working in other offices, as needed as a Plaster.
County of Calumet	50,089	280	60-70	HR Director	Administration	County Administrator	5	4	4	1.43	HR Manager (1.0 FTE) Sr. HR Generalist (1.0 FTE) HR Coordinator (1.0 FTE)	
City of Wisconsin Rapids	18,000	185	45	HR Manager	Administration	Mayor & HR Comm. Chair	2	3	3	1.62	HR Director (1.0 FTE) HR Coordinator (1.0 FTE) HR Assistant (0.2 FTE)	
City of River Falls	16,000	120	30-60	HR Director	Administration	Assistant City Administrator	1.2	3	2.2	1.83	HR Director (1.0 FTE) HR Generalist (1.0 FTE) Risk Manager (0.75 FTE contracted)	Our contracted 30 hours a week Safety and Risk Manager also falls under HR.
City of De Pere	25,000	150	300	HR Director	Administration	City Administrator	2	3	3.0	2.00	HR Director (1.0 FTE) HR Generalist (1.0 FTE)	We are self insured for benefits which makes a difference on workload. Due to the amount of time we spend managing benefits we are proposing transferring a % of our salaries out of the general fund and transfer it to the medical fund to free up funds in hopes of hiring a HR Recruiter due to large amount of recruitments.