

Staffing Plan - January 5, 2011

Revised: 12/15/2010

Probate District:

Farmington - Burlington

District No.:

10

Positions	Original		Revised	
	Benchmark	Transitional Authorization	Benchmark	Transitional Authorization
Chief Clerk III				
Chief Clerk II				
Chief Clerk I	1.0	1.0	0.9	0.9
Deputy Clerk				
Clerk	1.0	1.0	0.9	0.5
Assistant Clerk	0.5	1.0	0.7	1.6
Court Assistant				
Court Staff Attorney				
Temporary Staff				0.2
Probate Court Officer				
Security Officer				
TOTAL	2.5	3.0	2.5	3.2

Full Time Equivalents (FTE) = 40 Hour Work Week (2,080 Annual Hours)

Note: Temporary staff approved through December 31, 2011.

Staffing Plan - January 5, 2011

Revised: 12/15/2010

Probate District:

Plainfield-Killingly

District No.:

27

Positions	Original		Revised	
	Benchmark	Transitional Authorization	Benchmark	Transitional Authorization
Chief Clerk III				
Chief Clerk II				
Chief Clerk I	0.9	0.9	0.9	1.0
Deputy Clerk				
Clerk	0.9	0.9	0.9	1.0
Assistant Clerk	0.5	0.5	0.5	0.5
Court Assistant				
Court Staff Attorney				
Temporary Staff				
Probate Court Officer				
Security Officer				
TOTAL	2.3	2.3	2.3	2.5

Full Time Equivalent (FTE) = 40 Hour Work Week (2,080 Annual Hours)

Staffing Plan - January 5, 2011

Revised: 12/15/2010

Probate District: Saybrook

District No.: 33

Positions	Original		Revised	
	Benchmark	Transitional Authorization	Benchmark	Transitional Authorization
Chief Clerk III				
Chief Clerk II	1.0	1.0	1.0	0.9
Chief Clerk I				
Deputy Clerk				
Clerk	2.0	3.0	2.0	2.4
Assistant Clerk	2.0	1.0	2.0	2.5
Court Assistant				
Court Staff Attorney				
Temporary Staff				
Probate Court Officer				
Security Officer				
TOTAL	5.0	5.0	5.0	5.8

Full Time Equivalent (FTE) = 40 Hour Work Week (2,080 Annual Hours)

Staffing Plan - January 5, 2011

Revised: 12/15/2010

Probate District:

Madison - Guilford

District No.:

34

Positions	Original		Revised	
	Benchmark	Transitional Authorization	Benchmark	Transitional Authorization
Chief Clerk III				
Chief Clerk II				
Chief Clerk I	0.9	0.9	0.9	0.8
Deputy Clerk				
Clerk	0.9	1.0	0.9	1.1
Assistant Clerk	0.6	0.6	0.6	0.6
Court Assistant				
Court Staff Attorney				
Temporary Staff				
Probate Court Officer				
Security Officer				
TOTAL	2.4	2.5	2.4	2.5

Full Time Equivalent (FTE) = 40 Hour Work Week (2,080 Annual Hours)

Staffing Plan - January 5, 2011

Revised: 12/15/2010

Probate District:

Milford - Orange

District No.:

40

Positions	Original		Revised	
	Benchmark	Transitional Authorization	Benchmark	Transitional Authorization
Chief Clerk III				
Chief Clerk II	0.9	0.9	0.9	0.9
Chief Clerk I				
Deputy Clerk				
Clerk	0.9	0.6	0.9	0.6
Assistant Clerk	2.0	2.0	2.0	2.4
Court Assistant	0.9	1.4	0.9	0.6
Court Staff Attorney				
Temporary Staff				0.4
Probate Court Officer				
Security Officer				
TOTAL	4.7	4.9	4.7	4.9

Full Time Equivalent (FTE) = 40 Hour Work Week (2,080 Annual Hours)

Note: Temporary staff approved through December 31, 2011.

Staffing Plan - January 5, 2011

Revised: 12/15/2010

Probate District:

Trumbull

District No.:

46

Positions	Original		Revised	
	Benchmark	Transitional Authorization	Benchmark	Transitional Authorization
Chief Clerk III				
Chief Clerk II				
Chief Clerk I	0.8	0.8	0.9	0.9
Deputy Clerk				
Clerk	0.8	1.6	1.0	1.0
Assistant Clerk	0.8		0.9	0.9
Court Assistant				
Court Staff Attorney				
Temporary Staff		0.3		
Probate Court Officer				
Security Officer				
TOTAL	2.4	2.7	2.8	2.8

Full Time Equivalent (FTE) = 40 Hour Work Week (2,080 Annual Hours)

Note: Benchmark and Transitional revised to reflect three staff working 37.5 hours per week.