



CYNTHIA M. MUSZYNSKI
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MEMORANDUM

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TO: ALPENA COUNTY FINANCE COMMITTEE
FROM: CYNTHIA MUSZYNSKI, ALPENA COUNTY PROSECUTOR
RE: OVERTIME

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Implementation of a new software system usually takes about 12 months. Unfortunately, before that time, the Prosecutor's Office will outgrow the storage space the County currently has – for the entire County, not just earmarked for this one office. After consultation with Logan Kemp, a plan has been developed to correct this exponential growth, for the time being. We believe that by starting to delete duplicative data as it is currently stored, we would be able to “buy” us enough time to work with the current storage capacities through the implementation of the new Karpel software.

Deleting and re-organizing the data in a fashion to ensure the project is done correctly will require additional time for office staff. The request I have to help resolve this data storage issue prior to new software implementation and prior to running out of data space, is to:

Transfer \$2,000 from personnel line item 101-297-703.002 to the overtime line item 101-297-708.000. This should be enough to cover my highest paid secretary (although the work will be split among the three) for a total of 40 hours of overtime. We believe this should be enough time to accomplish the task within the next few weeks.

Our office does not usually use overtime and therefore there was nothing delegated to our office overtime budget this year.

Thank you for your continued support,

Cynthia M. Muszynski