

AUTHORIZING RECLASSIFICATION OF A PUBLIC HEALTH PROGRAM
COORDINATOR TO A WORKFORCE DEVELOPMENT COORDINATOR IN PUBLIC HEALTH-
MADISON AND DANE COUNTY

Public Health Madison & Dane County (PHMDC) has a vacant Public Health Program Coordinator position (P10, #1323) which we request to be reclassified to a Workforce Development Coordinator position (P11). A Public Health Supervisor in the Operations Division will supervise this position. This position is currently vacant and the Department of Administration – Employee Relations has recommended approval of this request.

The scope of work of the retired Public Health Program Coordinator position is now captured through a Purchase of Services contract and internal administrative support. In addition, effective public health practice requires a well-prepared workforce, as we've learned over the course of the COVID-19 pandemic. After a thorough review of the vacancy and departmental needs, we are experiencing an unmet need for permanent capacity and technical expertise to advance a well-trained and competent workforce across public health disciplines (i.e. nursing, epidemiology, environmental health, etc.). The requested reclassification will allow the Workforce Development Coordinator to assure public health core competencies in alignment with industry standards, grant requirements, and the verification and maintenance of required certifications and licensure of staff.

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors does hereby support and authorize reclassification of the Public Health Program Coordinator (position #1323) to a Workforce Development Coordinator (P11), commensurate with the Department's request and approval of the Department of Administration – Employee Relations Division.

BE IT FINALLY RESOLVED that position #1323, which has been vacant for more than six months, is authorized to be filled pursuant to Dane County Ordinance 29.52(15), which requires the Personnel and Finance Committee to approve filling positions that are vacant for more than six months.