

AUTHORIZING RECLASSIFICATION OF A COMMUNITY HEALTH EDUCATION  
SPECIALIST POSITION TO A PUBLIC HEALTH SPECIALIST IN PUBLIC HEALTH MADISON  
AND DANE COUNTY

Public Health Madison & Dane County (PHMDC) has a Community Health Education Specialist (P10) position #2669 which we request to be reclassified to a Public Health Specialist (P7). This position will be supervised by the Public Health Supervisor for Substance Use Prevention and Harm Reduction in the Policy, Planning, and Evaluation Division. This position is currently vacant and the Department of Administration – Employee Relations has recommended approval of this request.

After a thorough assessment of the Community Health Education Specialist position, we have determined that the support needed in the department is aligned with the complexity and level of responsibility associated with a Public Health (PH) Specialist. The PH Specialist position is responsible for establishing and maintaining community partnerships; implementing programs and public health initiatives, and managing work plans within a specific program or content area.

**NOW, THEREFORE, BE IT RESOLVED** that the Dane County Board of Supervisors does hereby support and authorize reclassification of the Community Health Education Specialist (P10) (position #2669) in Public Health-Madison and Dane County to a Public Health Specialist (P7), commensurate with the Department’s request and approval of the Department of Administration – Employee Relations Division.

**BE IT FINALLY RESOLVED** that position #2669, 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.