

**DANE COUNTY  
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: Supervisor Holly Hatcher		Resolution No. <u>2022 RES-088</u>
Vote Required:		Ordinance Amendment No. _____
Majority _____		Two-Thirds <input checked="" type="checkbox"/>

Title of Resolution or Ord. Amd.:

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

**Policy Analysis Statement:**

Brief Description of Proposal -

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). This position is currently vacant and the Department of Administration – Employee Relations has recommended approval of this request.

Current Policy or Practice -

Reclassifying and combining positions of different classifications requires approval of the County Board.

Impact of Adopting Proposal -

After a thorough assessment of the retired Public Health Program Coordinator, PHMDC has determined the support needed in the department is aligned with the complexity and level of responsibility associated with a Workforce Development Coordinator. Responsibilities include assure public health core competencies in alignment with industry standards, grant requirements, and the verification and maintenance of required certifications and licensure of staff.

**Fiscal Estimate:**

<u>Fiscal Effect (check all that apply) -</u>	<u>Budget Effect (check all that apply)</u>
<input type="checkbox"/> No Fiscal Effect	<input type="checkbox"/> No Budget Effect
<input type="checkbox"/> Results in Revenue Increase	<input type="checkbox"/> Increases Rev. Budget
<input checked="" type="checkbox"/> Results in Expenditure Increase	<input type="checkbox"/> Increases Exp. Budget
<input type="checkbox"/> Results in Revenue Decrease	<input type="checkbox"/> Decreases Rev. Budget
<input type="checkbox"/> Results in Expenditure Decrease	<input type="checkbox"/> Decreases Exp. Budget
	<input checked="" type="checkbox"/> Increases Position Authority
	<input checked="" type="checkbox"/> Decreases Position Authority
	Note: if any budget effect, 2/3 vote is required

**Narrative/Assumptions about long range fiscal effect:**

The difference in starting wage from a Public Health Program Coordinator (P10) to a Workforce Development Coordinator (P11) is \$2.98 resulting in an annual difference of \$6,198 in salary expenses. The annual personnel budget for Public Health Madison & Dane county is approximately \$21,000,000.

**Expenditure/Revenue Changes:**

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services			\$6,198		County Taxes				
Operating Expenses					Federal				
Contractual Services					State				
Capital					Other				
Total	\$0	\$0	\$6,198	\$0	Total	\$0	\$0	\$0	\$0

**Personnel Impact/FTE Changes:**

The changes result in reclassifications and modifying current position authority. There is no net increase or decrease to position authority.

**Prepared By:**

Agency: Public Health Madison & Dane County	Division:
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Reviewed by:	Phone: 608-242-6521
	Date:
	Phone: