



MADISON & DANE COUNTY

*Healthy people. Healthy places.*

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Date: August 3, 2017

To: Chair and Members of the Personnel and Finance Committee

From: Janel Heinrich, Director  
Lesly Scott, Public Health Supervisor

Subject: Approval to use vacant Public Health Aide FTE (2 positions at .5 FTE) funding to fill Public Health Aide (PHA) position at 1.0 FTE.

County Ordinance 29, 52(16) requires the Personnel and Finance Committee, along with the County Executive, to approve filling positions that are new or have been vacant longer than six months. I am seeking approval to use .5 of PHA FTE (Roun, position #2840 – retired in 2016), and .5 of PHA FTE (Szudy, position #2842 – resigned in 2016) to create a 1.0 PHA in Community Health, WIC program.

The position description is attached.

Please let me know if you need any additional information. Thank you for your attention to this matter.