

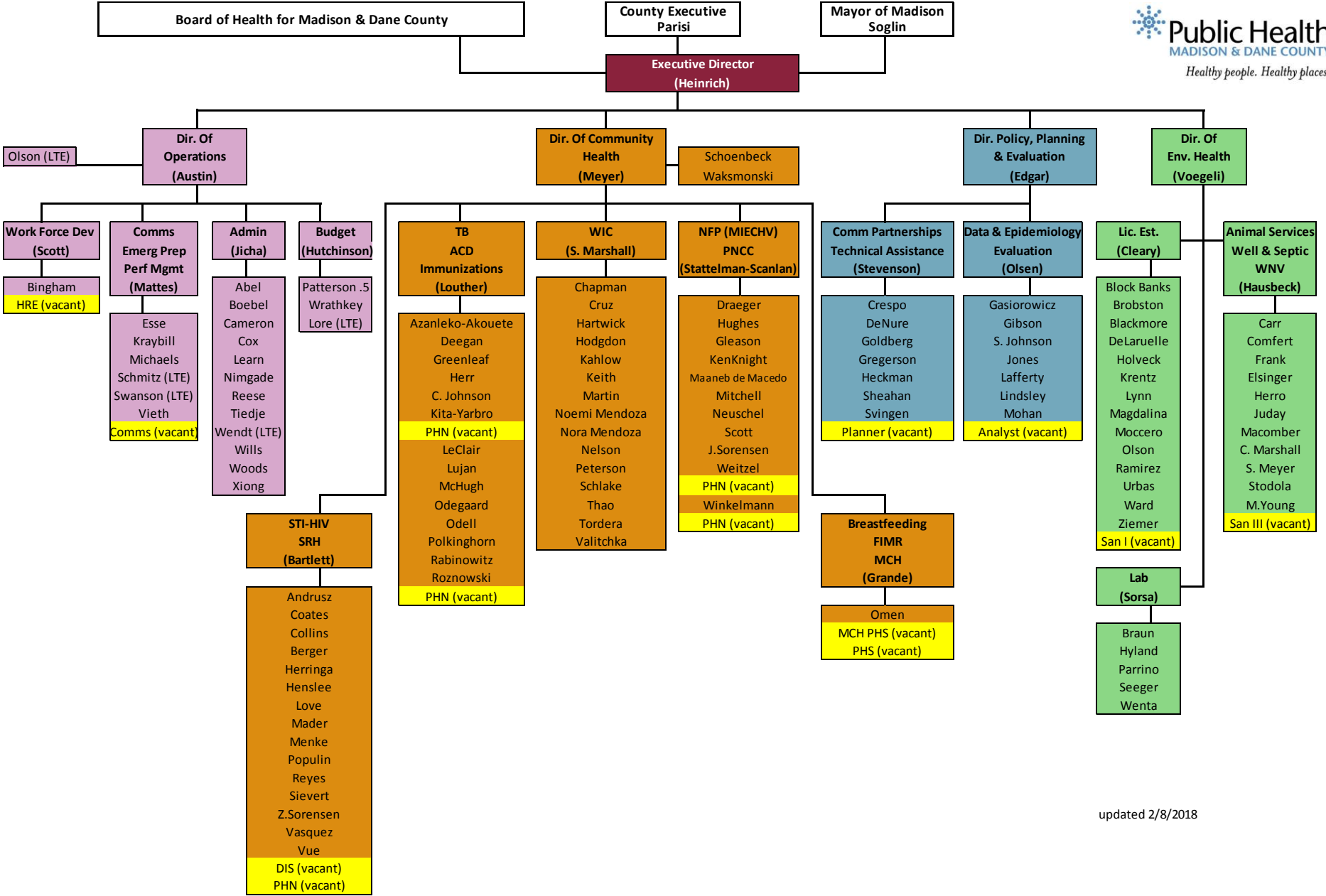


BOH Recruitment Update

PHMDC Workforce

- Total Staff
 - 138 permanent staff
 - 11 LTEs
- Total Hires
 - 2016: 22 (tax-levy and project-supported, including LTEs)
 - 2017: 31 (tax-levy and project-supported, including LTEs)
- 26% turnover in workforce 24 months

PHMDC Organization Chart



Phases of Recruitment

- **Reclassification**
 - 2016 = 17 weeks
 - 2017 = 20 weeks
- **Reclassification to requisition
(request to fill)**
 - 2016 = 2 weeks
 - 2017 = 2 weeks

Phases of Recruitment

- Requisition to approval to fill*
 - 2016 = 7 weeks (range 5 to 13 weeks)
 - 2017 = 11 weeks (range 4 to 30 weeks)
- Posting position to start date
 - 2016 = 15 weeks
 - 2017 = 17 weeks

*This step includes four stages of county approval: 1) Employee Relations; 2) Office of Equity & Inclusion; 3) Department of Administration; and 4) Employee Relations

Vacancy to New Hire Start

- 2016 = 9.5 months (range 4 – 18 months)
- 2017 = 8.5 months (range 4 – 22 months, due to reclass and/or reposting)

Vacant - Posted

Position Title	Position #	FTE	Stage	Notes
Data Analyst	2507	1.0	Closes 2/16/2018	5 weeks for DOA approval
Public Health Planner—Violence Prevention	2786	1.0	Closes 2/16/2018	5 weeks for DOA approval
Sanitarian III	1176	1.0	Closed 1/31/2018	Lead worker retirement
Sanitarian III	2727	1.0	Closed 1/31/2018	Lead worker retirement
Public Health Nurse NFP Project	3068	1.0	Interviews concluded 2/2/2018	4 months vacant

Vacant – In County approval Process

Position Title	Position #	FTE	Stage*	Time Vacant
Health Equity Coordinator	2831	1.0	3 of 4	8 months (6 months at stage 3 of 4*)
Disease Intervention Specialist	2846	1.0	3 of 4	6 months
Communications Coordinator	2696	1.0		
Sanitarian I	2142	1.0	3 of 4	Newly created fee-supported position
Public Health Nurse (SRH/PNCC)	980	1.0	3 of 4	3 months
Public Health Nurse (SRH/PNCC)	1016	1.0	3 of 4	1 month
Public Health Nurse (ACD/TB)	1298	1.0	3 of 4	
Public Health Nurse (ACD/TB)	2670	1.0	3 of 4	Two weeks

*Four stages of county approval: 1) Employee Relations; 2) Office of Equity & Inclusion; 3) Department of Administration; and 4) Employee Relations

Vacant – On roster

Position Title	Position #	FTE
Health Equity Coordinator	1093	0.4
Dietetic Specialist	2848	0.5
Public Health Nurse	1889, 1420, 1014	0.45
Breastfeeding Coordinator	1406	0.9
Clerk Typist IV	2838	0.15
	Total	2.4

Future Planning

- PHMDC/JFF Collaboration
- Communications Coordinator (Project Position)
- Disease Intervention Specialist
- Health Equity Coordinator