

**DANE COUNTY  
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: Holly Hatcher		Resolution No. _____
Vote Required: Majority _____		Ordinance Amendment No. _____
Two-Thirds <input checked="" type="checkbox"/>	3/4 <input type="checkbox"/>	

Title of Resolution or Ord. Amd.:

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

**Policy Analysis Statement:**

Brief Description of Proposal -

Public Health Madison & Dane County (PHMDC) requests a reclassification of the vacant Community Health Education Specialist position (P10, #2693) to a Public Health Program Coordinator (P10) position.

Current Policy or Practice -

Reclassifying a position requires approval of the County Board.

Impact of Adopting Proposal -

After a thorough review of the vacancy and duties of the position it has been determined it most closely aligns with the functions of a program coordinator. The requested reclassification will allow for alignment with commonly held distinctions among the national public health workforce, clarify roles and tasks, and better utilize existing classifications and job titles.

**Fiscal Estimate:**

Fiscal Effect (check all that apply) -

- No Fiscal Effect
- Results in Revenue Increase
- Results in Expenditure Increase
- Results in Revenue Decrease
- Results in Expenditure Decrease

Budget Effect (check all that apply)

- No Budget Effect
  - Increases Rev. Budget
  - Increases Exp. Budget
  - Decreases Rev. Budget
  - Decreases Exp. Budget
  - Increases Position Authority
  - Decreases Position Authority
- Note: if any budget effect, 2/3 vote is required

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

No anticipated fiscal impact as the position is remaining within the same classification.

**Expenditure/Revenue Changes:**

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

**Personnel Impact/FTE Changes:**

There is no net increase/decrease to position authority.

**Prepared By:**

Agency: Public Health Madison & Dane County	Division:
Prepared by: Julia Olsen	Date: 1/18/23
Reviewed by:	Phone: 243-0401
	Date:
	Phone: