

AUTHORIZING RECLASSIFICATION OF A PUBLIC HEALTH AIDE POSITION TO A BILINGUAL- SPANISH PUBLIC HEALTH AIDE POSITION IN PUBLIC HEALTH-MADISON AND DANE COUNTY

Public Health Madison & Dane County (PHMDC) has a vacant Public Health Aide position (#2840) which we request to be reclassified to a Public Health Aide Bilingual –Spanish position. A Public Health Supervisor in the Community Health Division will supervise this position. This position is currently vacant and the Department of Administration – Employee Relations has recommended approval of this request.

After a thorough assessment of the Public Health aide position within the Women Infant Children (WIC) Nutrition program, we have determined that the department and program has a need for increased internal capacity Spanish language skills. Nearly a third of the WIC program clients are Hispanic and a high percentage of these individuals speak Spanish as their primary language. This change will allow us to provide improved customer service while scheduling appointments, conducting assessments and verifying information. This incumbent must possess strong communication skills and provide excellent customer service while scheduling appointments, conducting assessments and verifying information.

**NOW, THEREFORE, BE IT RESOLVED** that the Dane County Board of Supervisors does hereby support and authorize reclassification of the Public Health Aide (position #2840) in Public Health Madison & Dane County to a Public Health Aide – Bilingual Spanish, commensurate with the Department’s request and approval of the Department of Administration – Employee Relations Division.