

**DANE COUNTY
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: _____		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 PUBLIC HEALTH AIDE POSITION TO A BILINGUAL- SPANISH PUBLIC HEALTH AIDE POSITION IN PUBLIC HEALTH-MADISON AND DANE COUNTY

Policy Analysis Statement:

Brief Description of Proposal -

Public Health of Madison and Dane County (PHMDC) has requested to reclassify position #2840. This position is currently vacant and is classified as a Public Health Aide. Due to the need to improve customer service and communication in Spanish with the population we are serving in the Women Infant Children(WIC) Program we request the position to be reclassified to a Public Health Aide Bilingual –Spanish position

Current Policy or Practice -

Reclassifying a position to Bilingual requires approval of the County Board.

Impact of Adopting Proposal -

The WIC program will be better able to communicate directly with clients in the language they speak about nutrition education and support. Almost 1/3 of the clients in this program are Hispanic and Spanish is the primary language for a high percentage of these individuals. This change will allow us to provide excellent customer service while scheduling appointments, conducting assessments and verifying information.

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:

Per Employee Group 720 Employee Benefit Handbook, employees who are certified bi-lingual and who are in positions designated as bi-lingual (meaning that the position requires a substantial amount of interpretation, translation, or other work in a language other than English) shall receive a bi-lingual pay supplement of \$.75 per hour. This will result in an increase of \$1,560 in Personnel expenses year to year.

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services	\$1,560				County Taxes				
Operating Expenses					Federal				
Contractual Services					State				
Capital					Other				
Total	\$1,560	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

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Prepared By:

Agency: Public Health Madison and Dane County	Division: Community Health
Prepared by: Daniel Stattelmann-Scanlan	Date: 5/20/22 Phone: _____
Reviewed by: Kate Austin Stanford	Date: 5/27/22 Phone: 242-6521