

FUNDING 0.3 FTE USING LICENSED ESTABLISHMENT FEE SUPPORTED  
REVENUE TO ADD TO POSITION #2843, CLERK III

Public Health-Madison & Dane County (PHMDC) is an agent for the State of Wisconsin for licensed establishments in Dane County to include restaurants, grocers, convenience stores, lodging, swimming pools and body art. The contract requires that PHMDC conduct at least one annual inspection of these establishments to insure compliance with regulations, which are performed by Sanitarians. The recent and sustained growth Dane County is adding approximately 30-40 new licenses per year, which requires a review of the adequate number of personnel to complete the inspections and support the program.

Position #2848, a Clerk III, is currently funded at 0.7 FTE and works primarily in the Public Health Laboratory and provides support to other Environmental Health programs. Using revenue from Licensed Establishment fees, PHMDC proposes the reclassification and funding of 0.3 FTE of currently unfunded position authority to create capacity for this Clerk III to provide the needed support to facilitate the routine inspections of licensed establishments. Without routine inspections, food safety may be compromised, pest infestations at lodging establishments may increase, violations of the Tattoo and Body Piercing codes will increase, and swimming pools may not run with the correct sanitization level.

**NOW, THEREFORE, BE IT RESOLVED** that 0.3 FTE of Public Health Madison & Dane County unfunded position #2827 is reclassified from N18 Public Health Nurse to G13 Clerk III; and,

**BE IT FURTHER RESOLVED** that this 0.3 FTE of position authority is funded and combined with position #2848, effective immediately, making position #2843 a 1.0 FTE Clerk III position; and,

**BE IT FINALLY RESOLVED** that the remaining 0.0 FTE position #2827 is eliminated.