

DANE COUNTY
POLICY AND FISCAL NOTE

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

Title of Resolution or Ord. Amd.:

AUTHORIZING RECLASSIFICATION OF A PUBLIC HEALTH AIDE TO A CLERK I-II IN PUBLIC HEALTH MADISON & DANE COUNTY

Policy Analysis Statement:

Brief Description of Proposal -

Public Health Madison & Dane County (PHMDC) requests a reclassification of the vacant Public Health Aide position (G12, #2811) to a Clerk I-II position (G7-10).

Current Policy or Practice -

Reclassifying and combining positions of different classifications requires approval of the County Board.

Impact of Adopting Proposal -

After a thorough review of the vacancy and departmental needs, there is an unmet need for additional administrative support. The requested reclassification will allow the Clerk I-II to assure a welcoming environment for all clients and customers at our Atrium office.

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:

This reclassification will result in a decrease in salary expenditure on the grant of approximately \$4,160.

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services		\$4,160							
Operating Expenses									
Contractual Services									
Capital									
Total	\$0	\$4,160	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

The changes result in reclassifications and modifying current position authority. There is no net increase or decrease to position authority.

Prepared By:

Agency: Public Health Madison & Dane County
Prepared by: Kate Austin
Reviewed by:

Division:
Date: 12/14/22
Date:
Phone: 242-6521
Phone: