

**Board of Health for Madison and Dane County**  
*Resolution #2016 – 06*  
**Furniture for Village On Park Office**

At the end of 2016, PHMDC will be leasing two additional suites at the Village On Park and Environmental Health staff who are currently working from our International Lane Office will relocate to The Village On Park. This will result in co-location with Community Health staff and support collaboration and synergy across divisions.

In order to effectively use the space available within our suites, we are seeking to purchase new workstations for a portion of the space at the Village On Park. The furniture that is currently in use at the International Lane office is an assortment of outdated, large furniture and cubical walls that do not allow for efficient use of work space. In addition, some of the cubical walls do not support addition of electrical wiring. All new furniture purchased will be modular and compatible with the furniture purchased for downtown offices in 2015.

PMHDC is required to secure \$195,656 in vacancy savings in 2016. Current projections are that the department has already secured \$558,374 in salary savings for 2016, exceeding the target by \$362,718. PHMDC is proposing to divert a portion of these unused funds to purchase and install workstation furniture, including wiring to support electricity and data.

The intergovernmental agreement (IGA) that created Public Health—Madison and Dane County gives the Board of Health for Madison and Dane County the authority to make budget transfers of up to \$50,000. Anything above this amount requires the approval of both the Dane County Board of Supervisors and the City of Madison Common Council (IGA, Section VIII, Paragraph G). This budget transfer requires a  $\frac{3}{4}$  vote of Board of Health members present and voting.

NOW THEREFORE BE IT RESOLVED that the Board of Health for Madison and Dane County authorizes the transfer of \$50,000 from permanent salary to furniture for the purpose purchasing and installing workstations at the department's office on South Park street.Account strings:

32101-51110-0000 Permanent Salaries (\$50,000)

32101 -53140-0000 Furniture \$42,000

32101 -54210-0000 Building Improvement & Repair \$8,000

Drafted by: Shawnee Parens, Director of Operations  
Introduced: October 13, 2016  
Action: