

AUTHORIZING RECLASSIFICATION OF A COMMUNITY HEALTH EDUCATION  
SPECIALIST POSITION TO A PUBLIC HEALTH PROGRAM COORDINATOR IN PUBLIC  
HEALTH MADISON AND DANE COUNTY

Public Health Madison & Dane County (PHMDC) has a Community Health Education Specialist (P10) position #2693 which we request to be reclassified to a Public Health Program Coordinator (P10). This position will be supervised by the Public Health Supervisor for Substance Use Prevention and Harm Reduction in the Policy, Planning, and Evaluation Division. This position is currently vacant and the Department of Administration – Employee Relations has recommended approval of this request.

After a thorough assessment of the Community Health Education Specialist position, we have determined that the support needed in the department is aligned with the complexity and level of responsibility associated with a Public Health (PH) Program Coordinator. The PH Program Coordinator position is responsible for planning, coordinating, implementing, and assessing Public Health's activities within substance use prevention and drug harm reduction. This requires coordination between multiple partners across sectors to create collective action and providing technical assistance.

**NOW, THEREFORE, BE IT RESOLVED** that the Dane County Board of Supervisors does hereby support and authorize reclassification of the Community Health Education Specialist (P10) (position #2693) in Public Health-Madison and Dane County to a Public Health Program Coordinator (P10), commensurate with the Department's request and approval of the Department of Administration – Employee Relations Division.

**BE IT FINALLY RESOLVED** that position #2693, which has been vacant for more than six months, is authorized to be filled pursuant to Dane County Ordinance 29.52(15), which requires the Personnel and Finance Committee to approve filling positions that are vacant for more than six months.