



**COUNTY OF DANE  
DEPARTMENT OF ADMINISTRATION  
EMPLOYEE RELATIONS DIVISION**

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GREG BROCKMEYER  
Director of Administration

AMY UTZIG  
Human Resources Director

**MEMORANDUM**

DATE: February 20, 2018

TO: Janel Heinrich

FROM: Amy Utzig  
Human Resources Director

SUBJECT: Reclassification of several positions to Public Health Nurses.

On February 20, 2018, Greg Brockmeyer, Director of Administration, approved the reclassifications of the positions listed below to create 3.0 FTE Public Health Nurses for the JFF program.

1. Communications Coordinator, #2696, N18, 1.0 FTE= 1.0 FTE PHN
2. .4 FTE Health Equity Coordinator, #1093, P11 + .5 FTE Dietetic Specialist, #2848, G14 + .1 FTE Clerk IV #2838, G15 = 1.0 FTE PHN
3. .9 FTE Breastfeeding Coordinator, #1406, N18A + .05 FTE Public Health Nurse, #1420, N18 + .05 FTE Clerk IV, #2838, G15 = 1.0 FTE PHN

These positions are all vacant and the reclasses are effective February 18, 2018.

c: Michelle Goldade  
Renee Endres  
Helen Anderson  
Joe Kroll  
Cathy Lippart  
Amy Utzig  
Shannon Maier  
Crystal Martzall  
Jerry McDonough  
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