



Department of Administration
Budget and Management Division

Cavalier Johnson
Mayor

Preston Cole
Administration Director

Nik Kovac
Budget and Management Director

November 6, 2023

MEMORANDUM

TO: Chris Lee, Staff Assistant
Finance and Personnel
Office of the City Clerk

From: Nik Kovac
Budget & Management Director

Subject: Communication from the Department of Administration - Budget and Management Division amending the 2024 Positions Ordinance in the Health Department and Department of Administration

We are submitting this communication file requesting changes to the 2024 Positions Ordinance to address a position title error in the 2024 Proposed budget and finalize the move of one additional position from the Health Department to the Office of Community Wellness & Safety in the Department of Administration.

Please amend the 2024 Positions Ordinance as follows:

<u>Dept./Position Title</u>	<u>Add</u>	<u>Delete</u>
<u>HEALTH DEPARTMENT</u>		
<u>OFFICE OF THE COMMISSIONER & HEALTH ADMIN.</u>		
<u>Finance and Administration</u>		
Grant Compliance Coordinator (Y)(WVP)		1
Grant Compliance Coordinator (Y)	1	
Remove footnote (WVP) in its entirety.		
<u>POLICY, INNOVATION & ENGAGEMENT DIVISION</u>		
<u>Planning and Research</u>		
Public Health Strategist (X)(Y)(ODR)		1
Community Outreach Specialist (X)(Y)(ODR)	1	
<u>DEPT. OF ADMINISTRATION</u>		
<u>OFFICE OF COMMUNITY WELLNESS AND SAFETY</u>		
Grant Compliance Coordinator (Y)(WVP)	1	

SO:cei

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