



Department of Administration
Budget and Management Division

Cavalier Johnson
Mayor

Sharon Robinson
Administration Director

Dennis Yaccarino
Budget and Management Director

April 28, 2022

MEMORANDUM

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

FROM: Eric Pearson, Budget and Fiscal Policy Manager
DOA-Budget & Management Division

SUBJECT: Communication File regarding amending the 2022 Positions Ordinance to add American Rescue Plan Act (ARPA) funded positions in various departments

We are submitting this communication file requesting changes to the 2022 Positions Ordinance to create positions that will be funded through American Rescue Plan Act (ARPA) projects approved in CCFN 210894. New positions are needed to implement COVID-19 Response and Recovery Project in the Health Department. There is also a need to establish an ARPA Director. We are requesting this file be heard at the next Finance & Personnel Committee meeting.

Please amend the 2022 Positions Ordinance to add the following positions and footnotes:

<u>Dept./Position Title</u>	<u>Add</u>
<u>DEPARTMENT OF ADMINISTRATION</u>	
<u>BUDGET AND MANAGEMENT DIVISION</u>	
ARPA Director	1
<u>HEALTH DEPARTMENT</u>	
<u>CLINICAL SERVICES DIVISION (3814)</u>	
<u>DISEASE CONTROL & PREVENTION</u>	
Public Health Nurse 3 (RG)	5
Program Assistant III (RG)	1
<u>ENVIRONMENTAL HEALTH DIVISION (3815)</u>	
<u>EMERGENCY RESPONSE PREPARATION</u>	
Public Health Nurse 3 (RG)	2
Public Health Social Worker 3 (RG)	2
Community Outreach Specialist (RG)	2



Data and Evaluation Coordinator (RG)	1
Program Assistant III (RG)	2
Inventory and Purchasing Manager (RG)	1
Delivery Driver (RG)	1
Microbiologist (RG)	1

(RG) Position funded by ARPA. Position authority will terminate upon expiration of ARPA funding.

EP:cei

users1/civy/positions ord/2022/22poa7 ARPA-MHD COVID.doc