



**City  
of  
Milwaukee**

**Health Department Administration**

John O. Norquist  
Mayor  
  
Seth L. Foldy, MD  
Commissioner of Health  
  
Bevan K. Baker, CHE  
Health Operations Director



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web site: www.milwaukee.gov

September 9, 2003

MEMORANDUM

TO: Terry MacDonald, Office of the City Clerk  
FROM: Linda Schubert-Ross, Health Department *lsr*  
SUBJECT: Footnote Corrections to the 2003 Positions Ordinance

In reviewing the Health Department's 2003 Positions Ordinance, it has come to our attention that several technical corrections are needed to bring the ordinance up to date. Several footnotes need to be added to reflect 2003 Community Development Block Grant funding that was approved by the Common Council on October 15, 2002. (See attached letter).

In order to properly identify which positions are currently funded by Community Development Block Grant funds, the following footnote changes should be made to the 2003 Positions Ordinance (effective January 1, 2003):

<u>Caption/Position Title</u>	<u>Add</u>	<u>Delete</u>
<b>HEALTH DEPARTMENT</b>		
<b>MATERNAL AND CHILD HEALTH DIVISION</b>		
<b>NORTHWEST HEALTH CENTER</b>		
Public Health Nurse (X)(G)		19
Public Health Nurse (X)(G)(O)(AA)(FF)	19	
Clinic Assistant (X)		2
Clinic Assistant (X)(AA)(FF)	2	
<b>MATERNAL AND CHILD HEALTH DIVISION</b>		
<b>SOUTHSIDE HEALTH CENTER</b>		
Public Health Nurse Supervisor (X)		2
Public Health Nurse Supervisor (X)(AA)(FF)	2	
Public Health Nurse (X)(G)		19
Public Health Nurse (X)(G)(AA)(FF)	19	
Office Assistant II		1
Office Assistant II (AA)(FF)	1	
Clinic Assistant (X)		3
Clinic Assistant (X)(AA)(FF)	3	
<b>HEALTHY BEHAVIORS AND HEALTHCARE ACCESS DIVISION</b>		
<b>VIOLENCE AND INJURY PREVENTION</b>		
Public Health Educator II (X)		1
Public Health Educator II (X)(AA)(FF)	1	

<u>Caption/Position Title</u>	<u>Add</u>	<u>Delete</u>
DISEASE CONTROL AND PREVENTION DIVISION Environmental Scientist (PP)(Y)(X) Environmental Scientist (PP)(Y)(X)(GG)	1	1
DISEASE CONTROL AND PREVENTION DIVISION SEXUALLY TRANSMITTED DISEASE CLINIC Public Health Nurse (X)(G) Public Health Nurse (X)(G)(II) Public Health Educator II (X) Public Health Educator II (X)(II) Program Assistant II Program Assistant II (II) Office Assistant II Office Assistant II (II)	5 1 1 1 1	5 1 1 1 1
DISEASE CONTROL AND PREVENTION DIVISION TUBERCULOSIS CONTROL UNIT Public Health Nurse (X)(G) Public Health Nurse (X)(G)(II)	3	3

And add footnote (GG) to read: (GG) To expire 12/31/03 unless the CDBG-Environmental Review-Program Administration Grant is extended. Funding covers .5 FTE of position.

And add footnote (II) to read: (II) Positions are funded partially or in whole by the CDBG-Communicable Disease Reduction Grant. Grant expires 12/31/03 unless funding is extended.

And add footnote (AA) to read: (AA) Positions are funded partially or in whole by the CDBG-Healthy Infant Initiative Grant. Grant expires 12/31/03 unless funding is extended.

And add footnote (FF) to read: (FF) Positions are funded partially or in whole by the CDBG-Targeted Prenatal Services Grant. Grant expires 12/31/03 unless funding is extended.

If you have any questions, please feel free to contact me at extension 8832.

cc: Crystal Ivy/Patrick Hartmann, Budget Office  
Pat Bock/Sharon Paronto, DER

Attachment



Department of Administration  
Community Block Grant Administration  
November 6, 2002

John O. Norquist  
Mayor

Michael J. Soika  
Director

Steven L. Mahan  
Community Block Grant Director

To Yvette.  
cc: Seth

Seth L. Foldy  
Health Dept., City of Milwaukee  
841 N. Broadway, 3rd Floor  
Milwaukee, WI 53202

**RE: Year 2003 Award of Federal Funds  
CDBG Funds**

Dear Dr. Foldy:

Funding for your organization for approved activities for the City of Milwaukee's 2003 **CDBG** program year was approved by the Common Council of the City of Milwaukee on October 15, 2002. The total **CDBG** award for your organization is **\$1,667,152.00**. Please refer to the enclosed spreadsheet for a specific breakdown of the individual activities comprising this award.

Your organization will receive a single CDBG contract in Year 2003 for each activity. This contract will encompass all of the individual activities for which you are the contractor. Contracts will be for the period January 1, 2003 through December 31, 2003. Costs incurred prior to January 1, 2003 will not be reimbursed.

We anticipate that the City Comptroller will implement the City's Borrowing Authority, so that the January cost report will be reimbursable in February, 2003.

Please see the enclosed checklist for a specific listing of documents you are required to submit to the Community Block Grant Administration for review and approval. **Two (2) sets of documents are due November 22, 2002**. Be sure to pay special attention to the Insurance Requirements and example. The Endorsement Policy along with the Disclaimer notice must be included with the Certificate of Insurance.

Please do not hesitate to call your assigned program officer if you have any questions.

Sincerely,

Steven L. Mahan  
Block Grant Director

Enclosures

**YEAR 2003 ALLOCATIONS BY ORGANIZATION**

**Entitlement Funds**

<b>PROJECT/ GRANT</b>	<b>NSP Area</b>	<b>Organization Name</b>	<b>Funding Category</b>	<b>CDBG 2003</b>	<b>HOME 2003</b>	<b>ESG 2003</b>	<b>HOPWA 2003</b>	<b>TOTAL</b>	<b>PROG OFFICER</b>
CD1200200029	Health Department		Administration	49,248				49,248	NR
CD1200050229	Health Department		Communicable Disease Reduction Initiative	250,046				250,046	BB
CD1200210129	Health Department		Environmental Planning and Review	41,538				41,538	NR
CD1200050329	Health Department		Healthy Family/Healthy Infant Initiative	198,718				198,718	BB
CD1175141329	Health Department		Milw Health Dept. Lead Based Paint Prevention/ Abatement Project (CBGA Housing Providers)	279,353				279,353	GW
CD1200141229	Health Department		Milwaukee Health Department (In-House) Lead Based Paint Prevention/Abatement Program	565,499				565,499	GW
CD1200051329	Health Department		Milwaukee Health Department Prenatal Services	282,750				282,750	BB
				<u>1,667,152</u>				<u>1,667,152</u>	