



Department of Employee Relations

Tom Barrett
Mayor

Maria Monteagudo
Director

Michael Brady
Employee Benefits Director

Deborah Ford
Labor Negotiator

March 21, 2016

To the Honorable
The Committee on Finance and Personnel
Common Council
City of Milwaukee

Dear Committee Members: Re: Common Council File Number **151660**

The following classification and pay recommendations were approved by the City Service Commission on **March 8, 2016**.

In the Health Department, eight positions of Communicable Disease Specialist, PR 2AN were recommended for reclassification to Disease Intervention Specialist, PR 2AN.

The job evaluation reports covering the above positions, including the necessary Salary and Positions Ordinance amendments, is attached.

Sincerely,

Maria Monteagudo
Employee Relations Director

MM:fcw
Attachments: Job Evaluation Report
Fiscal Note

C: Mark Nicolini, Dennis Yaccarino, John Ledvina, Eric Pearson, Molly King, Deborah Ford, Nicole Fleck, Bevan Baker, Sandra Rotar, David Piedt, Barbara Henry, Lori Hoffmann, Irmine Reitl, Kenneth Wischer (AFSCME32), Sandile Nukuna, Michael Starks, Karin Tyler and Vannessa Vann



JOB EVALUATION REPORT

City Service Commission Meeting Date: March 8, 2016

HEALTH DEPARTMENT

Current	Request	Recommendation
Communicable Disease Specialist PR 2AN (\$42,539 - \$49,193) (Eight Positions)	Disease Intervention Specialist PR 2AN (\$42,539 - \$49,193) (Eight Positions)	Disease Intervention Specialist PR 2AN (\$42,539 - \$49,193) (Eight Positions)

The Health Department has requested a title change for the classification of Communicable Disease Specialist in Pay Range 2AN. These eight positions are in the Disease Control and Environmental Health Division and work with the Sexually Transmitted Disease (STD)/Human Immunodeficiency Virus (HIV) Program at the Keenan Health Center. The department provided an updated job description and discussions were held with Barbara Henry, Health Personnel Officer.

The Department indicated that they wished to change the title of these positions to Disease Intervention Specialist in Pay Range 2AN to make it consistent with the title used by other federal and state agencies. Using a more standardized title will help with coordination efforts with the national Public Health Accreditation Board. The Department is also anticipating a national Disease Intervention Specialist certification by the Centers for Disease Control and Prevention and the National Association of County and City Health Officials.

The requested title of Disease Intervention Specialist provides a good description of the work as these positions focus on reducing the spread of HIV and STDs; promoting the health of persons with STDs and HIV using scientific public health principles; and working collaboratively with other agencies and individuals. Duties and responsibilities include providing partner counseling and referral services; providing risk reductions counseling; screening for STD, HIV, Hepatitis and Tuberculosis (TB); assisting with the notification of sexual and needle-sharing partners; and making referrals to a broad range of medical care and other services.

Based on the analysis above we recommend that the title of these eight positions be changed from Communicable Disease Specialist in Pay Range 2AN to Disease Intervention Specialist in Pay Range 2AN.

Action Required

In the Salary Ordinance, under Pay Range 2AN, delete the title "Communicable Disease Specialist" and add the title "Disease Intervention Specialist."

In the Positions Ordinance, under the Health Department, Disease Control and Environmental Human Services Division, Sexually Transmitted Disease Clinic, delete eight positions of "Communicable Disease Specialist (X)(B)(F)(BBB)" and add eight positions of "Disease Intervention Specialist (X)(B)(F)(BBB)"; under footnotes, replace footnote "BBB" as follows: "(BBB) To expire 12/31/16 unless the Dual Protection Partnership Initiative from the State of Wisconsin Division of Public Health-Family Planning Program (DPH-FP) and the Family Planning Health Services, Inc. (FPHS, Inc.) is extended. Funds one position of Disease Intervention Specialist (formerly Communicable Disease Specialist) and Nurse Practitioner in the STD Clinic."

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Reviewed by: *Andrea Knickerbocker*
Andrea Knickerbocker, Human Resources Manager

Reviewed by: *Maria Montenegro*
Maria Montenegro, Employee Relations Director