

September 29, 2008

Mr. James Owczarski
Deputy City Clerk
Milwaukee Common Council
City Hall, Room 205
200 E. Wells Street
Milwaukee, WI 53202

Re: File #080288 Communications from the Health Department relative to technical corrections to the 2008 Positions Ordinance.

Dear Mr. Owczarski:

In an effort to maintain proper position authority for grant funded positions in the 2008 Positions Ordinance, the Health Department is submitting this communication relative to technical corrections to the 2008 Positions Ordinance. The majority of the changes are needed as a result of inadvertent errors made to corrections to the Positions Ordinance at the time of the Grant Resolution and to various classification and reorganization corrections and updates made throughout the year. Other changes are simply changes that can be done as a result of grants ending. The 2008 Positions Ordinance would need to be amended as follows:

Caption/Position Title
HEALTH DEPARTMENT

DELETE:
Office Supervisor II
Program Assistant II

ADD:
Community Health Services Officer (X) (Y)
Administrative Assistant IV

Communications & Public Relations

DELETE:
Community Health Services Officer (X) (Y)

Office of Violence Prevention

DELETE:

Health Project Coordinator (CCR) (X) (Y)

Program Manager-Office of Violence Prevention (X) (UUU)

ADD:

Mayor's Against Illegal Guns Regional Coordinator (X) (Y) (UUU)

Health Project Coordinator-Violence Prevention (X) (Y)

Buildings and Grounds Division

DELETE:

Custodial Worker II/City Laborer (delete one of the 2 positions)

Vital Statistics Division

DELETE:

Entire section of Vital Statistics including all positions (will be added to Family & Community Health Services-Maternal and Child Health)

Family and Community Health Services

ADD:

"Division" to title of Family and Community Health Services

DELETE:

Family and Community Health Operations Manager

ADD (below Family & Community Health Services Director):

Family and Community Health Operations Manager (X) (Y)

Office Assistant III

Employee Assistance Coordinator (X) (Y)

ADD:

Maternal & Child Health Epidemiology Section

Epidemiologist (X) (Y)

Vital Statistics Supervisor (X) (Y)

Office Assistant IV

Office Assistant III

Milwaukee Fetal Infant Mortality Review Grant (M)

Health Project Assistant (X) (M)

Office Assistant II (M)

Maternal and Child Health Division

DELETE:
MCH Operations Manager

Ecocultural Family Interview Assessment Grant (D)

DELETE:
Office Assistant III (D)

Southside/Northwest Health Center

DELETE:
Office Assistant III

Comprehensive Home Visiting Grant (E)

DELETE:
Office Assistant II (E)

ADD:
Office Assistant II (E) (D)

Childcare Provider Assistance Program (QQQ)

DELETE:
Childcare Provider Assistance Program (QQQ)
Public Health Nurse (X) (QQ) (G)

Women's Infant's and Children's Nutrition Program Grant (C)

DELETE:
Dietetic Technician (.8 FTE) (X) (C)
Clinic Assistant (X) (C) (one position – from 6 to 5)

ADD:
Dietetic Technician (X) (C)
Office Assistant II (C)

Healthy Behaviors and Healthcare Access

DELETE:
Healthy Behaviors and Healthcare Access (entire division title)
Employee Assistance Coordinator (X) (Y)

Adolescent Community Health Grant (J)

DELETE:

Public Health Nurse (X) (G) (J) (delete one position from 3 to 2)
Public Health Nurse (0.8 FTE) (X) (G) (J)

ADD:

Public Health Nurse (X) (G) (J)

Laboratory & Epidemiology Services

DELETE:

Laboratory & Epidemiology Services (entire division title)
Public Health Laboratories Director (Y)

Epidemiology Section

Epidemiologist (X) (Y)

Milwaukee Fetal Infant Mortality Review Grant (M)

Health Project Assistant (X) (M)
Office Assistant II (M) (0.5 FTE)

Disease Control and Prevention Division (entire division title)

ADD:

Disease Control and Environmental Health Division

Childhood Lead Detection Program (Z)

DELETE:

Office Assistant II (Z)
Lead Hazard Prevention Manager (X) (Z) (delete one position from 2 to 1)
Health Services Assistant (X) (Z)

ADD:

Health Services Assistant II (X) (Z)
Public Health Nurse (X) (G) (Z)

Lead Poisoning Control Program

DELETE:

Office Assistant III (TT)
Lead Risk Assessor II (TT) (X) (2 positions)

CDGB Lead Grant (TT)

DELETE:

Health Services Assistant (TT)

ADD:

Lead Risk Assessor II (TT) (X) (2 positions)

Health Services Assistant II (X) (TT)

Office Assistant III (TT)

Office Assistant II (TT)

Lead Hazard Reduction Demonstration Grant – Round 13A (OO)

DELETE:

Program Assistant II (X) (OO)

Health Education Assistant (X) (OO)

ADD:

Program Assistant II (OO)

Lead Education Assistant (X) (OO)

Consumer Environmental Health

DELETE:

Consumer Environmental Health Manager (X) (Y)

Bioterrorism-CDC Public Health Preparedness Grant (A)

DELETE:

Infectious Disease Epidemiologist (X) (A)

Telecommunications Analyst-Associate (A)

ADD:

Infectious Disease Epidemiologist (X) (Y) (A)

Telecommunications Analyst-Associate (X) (Y) (A)

Bioterrorism Grant – Focus CRI/Pandemic Influenza (P)

DELETE:

Bioterrorism Grant – Focus CRI/Pandemic Influenza (P) (entire title)

ADD:

Bioterrorism Grant – Focus CRI (P)

Sexually Transmitted Disease Clinic

DELETE:
Program Assistant II (II)

ADD:
Program Assistant II (X) (II)

Laboratory Services Division

ADD:
Public Health Laboratories Director (Y)

DELETE:
Bioterrorism Focus C (Q)
Microbiologist III (Q)

DELETE Footnotes (B), (NN), (QQ), (SS), (GGG), (III)

CHANGE Footnote (FF) to read as follows:

Positions are funded partially or in whole by the CDBG-Targeted Prenatal Services Grant. Grant expires 12/31/08 unless funding is extended.

CHANGE Footnote (II) to read as follows:

Positions are funded partially or in whole by the CDBG-Communicable Disease Reduction Grant. Grant expires 12/31/08 unless funding is extended.

CHANGE Footnote (TT) to read as follows:

To expire 12/31/08 unless the CDGB Lead Grant is extended.

CHANGE Footnote (KKK) to read as follows:

To Expire 12/31/08 unless the West Nile Virus Grant is extended.

As always, thank you for your assistance regarding this matter. If you require additional information or clarification I will be available at the Finance and Personnel Committee Meeting on October 1, 2008 or available at X3997.

Sincerely,

Yvette M. Rowe
Business Operations Manager – Health