



Department of Administration
Budget and Management Division

Tom Barrett
Mayor

Sharon Robinson
Administration Director

Dennis Yaccarino
Budget and Management Director

October 1, 2018

Ref: CCFN 180955
SF 18019

Mr. Jim Owczarski
City Clerk
City Hall Room 205

SUBJECT: Communication File Regarding Changes to the 2018 Positions Ordinance

Dear Mr. Owczarski:

We are submitting a communication file amending the 2018 Positions Ordinance to add one Environmental Health Services Manager and one Public Health Nurse Supervisor in the Health Department. We are requesting this to be heard at the October 10 Finance & Personnel meeting and the October 16 Common Council meeting.

These positions are requested as part of the continuing effort to improve the lead program. The Environmental Health Services Manager will be created to head the HUD/CDBG section while the other supervisor that exists in the department will head the EBLL section. This allows the Health Department to more effectively address lead abatement projects and evenly distribute the workload.

The Public Health Nurse Supervisor will oversee the nursing side of the lead program that is responsible for patient care and education. It will supervise three nursing positions to assure that patients and families are receiving appropriate care and education.

Requested changes are as follows:

<u>Caption/Position Title</u>	<u>Add</u>
<u>HEALTH DEPARTMENT</u>	
<u>Lead Hazard Reduction Demonstration Grants (HUD)(RR)</u> Environmental Health Services Manager (X)(Y)(RR)	1
<u>Lead Poisoning Control Program (CDBG)</u> Public Health Nurse Supervisor (X)(G)(TT)	1

Respectfully submitted,

Dennis Yaccarino
Budget and Management Director

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