



Public Health
Prevent. Promote. Protect.

West Allis Health Department

Memo

To: Common Council Administration and Finance Committee
CC: Mayor Dan Devine, City Administrator Rebecca Grill, Finance Director Mark Wyss
From: Sally Nusslock, Health Commissioner
Date: 2/25/2016
Re: Health Department Reorganization Request

Dear Alderpersons,

Over the past few years the Health Department has undertaken a process to assess and assure we are providing high quality services to our residents in the most cost effective way. We are also looking forward to assess what new issues will impact our residents and to do succession planning as we have a number of staff that will retire in the next five years.

Attached you will find our proposed changes to the Health Department Organization Chart with the proposed changes in colored boxes and/or highlighted. The proposed changes include elimination of a supervisor position to add a part time Public Health Nurse (PHN) position and to create a PHN III tier. The PHN III tier will take programmatic updating, reporting and training as new duties. This provides us the ability to cross train staff and allows for succession planning.

Other changes include funding additional FTEs for Emergency Preparedness, immunization and lead prevention activities (utilizing grant funding), adding an Environmental Health Technician position (utilizing existing vacant/changed positions) and a redistribution of positions in the chart to balance manager's scope of responsibilities.

In addition, we would like permission to explore creating a limited term Community Health Worker (CHW) position in the Community Health Services Division. This would be a bilingual health worker to do outreach/education for our Hispanic community and to assist other staff with providing services to this population. There is a proposed rule change pending that would allow Health Departments to bill for services provided by a CHW. The revenue generated would cover the salary costs of this position.

These proposed changes will allow us to continue to provide our residents with needed services and will position us for the future. When all of the changes are completed we anticipate there will be a cost savings of approximately \$26,000 in salary and \$11,700 in fringe benefits for the City.

Please feel free to contact me if you need additional information.

Sincerely,

Sally Nusslock
Health Commissioner

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