

R E S O L U T I O N - S U P E R M A J O R I T Y

Resolution Authorizing the Retitling of Position 51003399 from Public Health Nurse to Clinical Navigation Specialist and Reclassification of Position 51004999 from 2N to 4N within the Department of Health's FY24 Departmental Roster (51)

WHEREAS, the Department of Health must be structured effectively to conduct business and deliver mandated and essential services efficiently to protect and promote public health in McHenry County; and

WHEREAS, the Public Health Administrator and the Director of Public Health Nursing reviewed resource and capacity needs within the Nursing Division and identified changes necessary to meet current and future deliverables including the mobile clinic; and

WHEREAS, the Salary Administration Policy allows for position re-evaluation for significant changes in job duties, responsibilities and/or qualifications of a position; and

WHEREAS, two positions within the Department's Public Health Nursing Division were presented to the Director of Human resources for review and re-evaluation, and resulted in the following requested classification changes to the Department's FY24 roster: position 51003399 from Public Health Nurse (11E) to Clinical Navigation Specialist (11E), and position 51004999 from Administrative Specialist I (2N) to Administrative Specialist III (4N); and

WHEREAS, there is no cost for the title change for position 51003399, and the annualized cost of the reclassification of position 51004999 is \$2,505.36 and is expected to be absorbed within the Department's existing FY24 budget; and

WHEREAS, reclassification outside of the budget process requires approval by the appropriate committees and the County Board, and has been reviewed by the Public Health and Community Services and Administrative Services committees, and is recommended to the McHenry County Board.

NOW, THEREFORE IT BE RESOLVED, that the Director of Human Resources is authorized to make the proposed changes to the Department of Health's FY24 Departmental roster, effective July 15, 2024; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Director of Human Resources, the Chief Financial Officer, the County Administrator, and the Public Health Administrator.

DATED at Woodstock, Illinois, this 20th day of August, A.D., 2024.

Michael Buehler, Chairman
McHenry County Board

ATTEST:

Joseph J. Tirio, County Clerk

RESOLUTION

SUBJECT: Resolution Authorizing the Retitling of Position 51003399 from Public Health Nurse to Clinical Navigation Specialist and Reclassification of Position 51004999 from 2N to 4N within the Department of Health's FY24 Departmental Roster (51)

Board / Committee Action Requested: Request that the County Board authorize the title change of an existing position and the reclassification of an existing position within the existing MCDH roster.

Background and Discussion: Public health is responsible for building capacity to address identified health disparities. The Nursing Division of the McHenry County Department of Health (MCDH) provides a wide range of services to the citizens of McHenry County and must have the capacity to provide these services in an efficient and effective manner.

Modifications to existing position responsibilities within the Nursing Division have resulted due to the July 1, 2024 reorganization of the Nursing Division and the addition of the mobile clinic

Impact on Human Resources: No increase in full-time equivalent (FTE) or headcount of the Department's roster.

Impact on Budget (Revenue; Expenses, Fringe Benefits): Annualized cost of changes is \$2,505.36 and is expected to be absorbed within the Department's current FY24 budget due to savings from turnover and/or unfilled positions.

Impact on Capital Expenditures: None

Impact on Physical Space: None

Impact on Other County Departments or Outside Agencies: None

Conformity to Board Ordinances, Policies and Strategic Plan: Conforms to the McHenry County Strategic Plan for Health and Social Services strategy, Goal #2 and #3.
McHenry County Health Priority: Access to Care