



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 08/16/2022

**SUBJECT: APPROVAL OF CHANGES TO THE TABLE OF ORGANIZATION –
PUBLIC HEALTH**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve changes to the Table of Organization for Public Health to create ten (10) new Informatics positions, reorganize the Informatics Division, and change the job code and hire-in rate for two (2) Division Manager positions effective on August 17, 2022.

BACKGROUND

Public Health is requesting the creation of ten (10) new Informatics positions under the CDC-Health Disparities/High Risk Grant (F0102). All positions have been reviewed by the Job Evaluation Committee and are recommended to be administered at the grades included herein. A Grade 73 PH Data Modernization Supervisor position will lead a team that works across divisions and program areas to modernize core data and surveillance infrastructure in Public Health. The incumbent will collaborate with the Compliance Division to develop data governance policies and standards. Five (5) Grade 72 PH Data Modernization Analyst positions will report to the PH Data Modernization Supervisor and work across multiple internal divisions and program areas to modernize core data and surveillance infrastructure in Public Health. The incumbents will work closely with Information Technology to support Public Health projects.

Two (2) Grade 72 Data Science Analyst positions will work across multiple internal divisions and program areas to provide support for analytical, visualization, and reporting needs. The incumbents will transform and synthesize information from a variety of sources and formats to enable data-driven decision making for both external and internal stakeholders. Two (2) Grade 72 Public Health Informatics Analyst positions will work across multiple internal divisions and program areas to enhance the utilization of existing informatics solutions. The incumbents will work to optimize the collection, analysis, and reporting of public health data in line with the department's data modernization goals.

In conjunction with the new positions, Public Health is requesting changes to the Informatics reporting structure to properly align staff and supervisory positions. Expansion of this department has resulted in the need to clarify roles and responsibilities to a greater degree than previously required. Details of these position changes are outlined on the attached documents and will result in no fiscal impact. There is no fiscal impact associated with these changes.

SUBMITTED BY:	Human Resources	PREPARED BY: APPROVED BY:	Anjanine Ramnarine
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Finally, it is requested that two (2) Division Manager positions become eligible for the twenty percent (20%) hire-in rates approved for nursing positions. These Public Health Fund (T0400) positions supervise nursing positions, but they have been required to significantly increase their direct nursing activities due to the nursing shortage. By assigning these positions to job code 1337 – Nurse Supervisor, the positions and their incumbents will become eligible for the twenty percent (20%) hire-in rate.

FISCAL IMPACT

The annual cost to the CDC-Health Disparities/High Risk Grant (F0102) for the new Informatics positions will be approximately \$994,069.41 including fringe benefits. The annual cost to the Public Health Fund (T0400) for the Division Manager positions will be approximately \$6,496.19 including fringe benefits.