

Agenda Report

TO : City Council

DATE: August 16, 1999

FROM: City Manager

RE: Salary Resolution Amendment - Establish Two New Classifications
Entitled Director of Public Health and Health Officer

RECOMMENDATION:

It is recommended that the City Council amend the Salary Resolution to (1) establish two new classifications: Director of Public Health in the Executive Management Section of the Salary Resolution; and Health Officer in the Top Management Section of the Salary Resolution, and (2) delete the existing Director of Public Health/Health Officer position.

BACKGROUND:

Since 1892, the Pasadena Public Health Department has operated under the medical and administrative direction of a Director of Public Health/Health Officer, a department head position. With the resignation last year of the Director of Public Health/Health Officer, staff has had an opportunity to reassess the organizational structure of the Health Department. Over the years, the administrative demands of operating a health department have become increasingly complex and time-consuming. Additionally, there is a need for a more dedicated focus on the public health needs of this community. It is difficult at best to have one department head providing both of these functions in a leadership role.

Like most other health agencies in California, the City Manager is recommending separating the Health Department leadership functions into two roles: a Director of Public Health (a non-physician) who will serve as the department head, and a part time Health Officer (a physician) who will provide medical direction. Although the Health Officer will report to the Director of Public Health, the Health Officer retains the primary responsibility for the clinical integrity of the public health operations and is accountable for statutory duties as specified in the State Health and Safety Code.

Additionally, it is expected that with the separation of the managerial functions from the public health medical functions, it will not be necessary to retain a full-time Health Officer in Pasadena. At least 30% of the counties in California have hired part-time Health Officers with the proviso that the health officer must be available 24 hours per day, 7 days per week. It is anticipated that Pasadena's Health Officer, while continuously on call, can fulfill all medical responsibilities at 75% of a full-time equivalent.

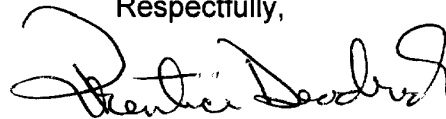
The control rate for Director of Public Health is recommended at \$100,168 which is comparable to other executive department heads in the City who have similar scope and responsibility. The control rate for Health Officer is recommended at \$108,150 which is the median annual salary for a full-time position. However, the actual cost in salary would be \$75,126 for a 0.75 Health Officer.

The fiscal year 2000 adopted operating budget includes the addition of 0.75 Health Officer position at a salary comparable to what is being proposed. While there will be a cost associated with this restructure, a significant benefit will be realized in an increased administrative capacity to plan and manage the operations of the department, and in strengthening the medical focus on the public health care needs of the community.

FISCAL IMPACT:

During the fiscal year 2000 budget discussions, the proposed reorganization of the Health Department was reviewed and approved by the City Council. The adopted budget reflects the addition of the 0.75 FTE discussed in this agenda report. Sufficient funds are available to cover these costs.

Respectfully,



CYNTHIA J. KURTZ
City Manager

Approved:



GALE E. HARRISON
Director of Human Resources