



## REQUEST FOR BOARD ACTION

ITEM NO. 6.

**DATE OF MEETING:** August 20, 2012

**REQUESTED BY:** Carolyn Moser, Health Director

**SHORT TITLE:** Resolution Authorizing Amendment to the Pender County Pay & Classification Plan

**BACKGROUND:** As part of the strategic planning process for the Pender County Health Department, a greater focus on community education and outreach is needed to help address some of Pender County's leading causes of death: Heart disease; Cancer, Stroke, Diabetes and Obesity. After reorganization of health department staff, a request is being made to reclassify a Medical Lab Technician position to a Public Health Educator I position. The Board of Health also requests to add to the County Pay & Classification Plan reclassification of a Medical Office Assistant position to a Processing Assistant V. Funds are available in the FY 12-13 to support the reclassification of both of these positions.

**SPECIFIC ACTION REQUESTED:** To consider a resolution amending the Pender County Pay & Classification Plan to add a Public Health Educator I and a Processing Assistant V position.

**COUNTY MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

  
Initial

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** by the Pender County Board of Commissioners that:

the Board hereby authorizes amending the Pender County Pay & Classification Plan to reclassify the following positions: Medical Lab Technician to Public Health Educator I and a Medical Office Assistant to Processing Assistant V. The Chairman/County Manager is authorized to execute any/all documents necessary to implement this resolution.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Brown \_\_\_ Tate \_\_\_ Rivenbark \_\_\_ Ward \_\_\_ Williams \_\_\_

\_\_\_\_\_  
George R. Brown, Jr., Chairman      8/20/12  
Date

\_\_\_\_\_  
ATTEST      8/20/12  
Date