

ROWAN COUNTY
PERSONNEL CHANGE NARRATIVE
NEW POSITION / RECLASSIFICATION / PROMOTION

2023 BUDGET YEAR

Department Name		Department Number	5185
Position Title	Environmental Health Specialist (On-Site)	Total Cost from Position Request; including wages, benefits and supplies/equipment	\$ 96,834
Justification <i>(please type in space below)</i>			
<p>The Rowan County Health Department respectfully requests adding an Environmental Health Specialist for the Onsite Wastewater position. Rowan County continues to experience a high level of economic growth and prosperity. The Board of Health and Board of Commissioners are in agreement that we want to decrease the wait time for citizens who are seeking essential public health services. Currently Environmental Health backlog fluctuates between 3 and 6 weeks throughout any given year. Backlog is the time it takes once a client makes an application to Environmental Health and the time the lot has been evaluated, permitted or denied. It is greatly impacted by weather, influx of applications, amount of final septic and well inspections called in daily, staff vacation/sick time and holidays. Due to the unpredictable events that influence the backlog maintaining a consistent work flow or backlog is difficult. Additional staff may alleviate inconsistencies and allow for a more uniform flow from client applications to permitting. Backlog reduction should follow as more staff are available to inspect final inspections or well grouting while others are addressing new applications for septic and wells, complaints, water sampling, existing system inspections or potential site meetings with clients.</p>			

ROWAN COUNTY
PAYROLL WORKSHEET
POSITION DETAIL - NON-LEO

2023 BUDGET YEAR

Key in gray sections only

Department Name	Health - Environmental Health				
Position Title	Environmental Health Specialist On-Site (budgeted at 15% of grade 20)				
Hours (per week)	40	Increase	\$ 67,154.00	Grade	20
Position Title, Salary, Grade - confirmed with Human Resources:		Yes			

Salary / Benefits		Total Cost	Federal / State Reimbursement	Other Revenue	New County Funds Requested
Salary		\$ 67,154.00	\$ -	\$ -	\$ 67,154.00
Health Insurance	\$100 / Mo	12,000.00	-	-	12,000.00
Medicare	1.45%	974.00	-	-	980.00
Retirement	10.21%	6,857.00	-	-	6,860.00
Social Security	6.20%	4,164.00	-	-	4,170.00
Workers Comp (Varies)	2.30%	1,545.00	-	-	1,550.00
401(k)	3.00%	2,015.00	-	-	2,020.00
Total Salary / Benefits		94,709.00	-	-	94,734.00
Other Costs					
Desk		-	-	-	-
Chair		-	-	-	-
Software Support		750.00	-	-	750.00
Telephone		200.00	-	-	200.00
Computer		1,000.00	-	-	1,000.00
Monitor		150.00	-	-	150.00
Vehicle		-	-	-	-
Travel		-	-	-	-
Training		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
Total Equipment Costs		2,100.00	-	-	2,100.00
Total Cost		\$ 96,809.00	\$ -	\$ -	\$ 96,834.00