



# GOODHUE COUNTY MINNESOTA

TO EFFECTIVELY PROMOTE THE SAFETY, HEALTH, AND WELL-BEING OF OUR RESIDENTS

## GOODHUE COUNTY PERSONNEL COMMITTEE

ADMINISTRATION CONFERENCE ROOM  
GOVERNMENT CENTER, RED WING

**NOVEMBER 17, 2020**  
**8:00 A.M.**

### 1. VIRTUAL MEETING NOTICE

VIRTUAL MEETING NOTICE "Due to concerns surrounding the spread of COVID-19, it has been determined that in-person meetings or meetings conducted under Minn. Stat. 13D.02 are not practical or prudent. Therefore, meetings that are governed by Open Meeting Law will temporarily be conducted by telephone or other electronic means pursuant to Minn. Stat. 13D.021." "The Goodhue County Personnel Committee will be conducting a meeting pursuant to this section on November 17, 2020 at 8:00 a.m. The Personnel Committee members and presenters attending will appear by telephone or other electronic means. The public may monitor the meeting from a remote site by logging into [HTTPS://GLOBAL.GOTOMEETING.COM/JOIN/806289325](https://global.gotomeeting.com/join/806289325) or calling 1 866-899-4679 any time during the meeting." Access Code: 806-289-325

### 2. HHS- Public Health Nurse Replacement

Documents:

[REPLACEMENT REQUEST - PUBLIC HEALTH NURSE.PDF](#)



Goodhue County  
**Health and Human Services**

426 West Avenue  
 Red Wing, MN 55066  
 (651) 385-3200 • Fax (651) 267-4882

**DATE:** November 10, 2020  
**TO:** Goodhue County Personnel Committee  
**FROM:** Nina Arneson, GCHHS Director  
**RE:** Replacement Request - Public Health Nurse (PHN) - 1 FTE

**BACKGROUND:**

Goodhue County Health and Human Services is requesting to fill a Public Health Nurse (PHN) position within our Public Health - Family Health Unit.

On January 5, 2021, GCHHS Disease Prevention and Control (DP&C) Coordinator will retire after 40 years of excellent public service to Goodhue County residents.

In April, 2020 we hired a Family Health Nurse with the intention to have this person serve in a back-up role for DP&C. During the Covid-19 pandemic, she has had extensive DP&C duties, and many of her regular Family Health duties have been absorbed or postponed to focus on pandemic work. This individual has filled the back-up role DP&C role well.

The position of DP&C Coordinator is highly specialized, and the retiring DP&C Coordinator has managed the position with great efficiency as .8 FTE employee. In order to adequately fill this position, a full time professional is needed. The Covid-19 pandemic has highlighted the need for strong efforts in the area of Disease Prevention and Control at all times. Influenza (including vaccinations and flu clinics), Hepatitis, Tuberculosis management, and other diseases remain serious public health concerns. This professional also works closely with school nurses, clinics and hospitals, and also backs up the Emergency Preparedness (EP) Coordinator, whose position is .6 FTE (not during the pandemic). In summary, this specialized position needs to remain a priority for GCHHS.

The current rate of pay for the PHN being replaced is \$45.57 per hour. The starting pay (step 1) for a PHN position is \$ 26.83 per hour. These costs have been figured in our 2020 approved budget and draft 2021 budget. With the increase from .8 FTE to 1 FTE there will not be a budget increase or levy increase.

Public Health Nurse PHN	2020 Single Health Step 1	2020 Family Health Step 1	2020 Single Health Step 2	2020 Family Health Step 2	Current PHN
Rate	\$26.83	\$26.83	\$27.98	\$27.98	\$45.57
Gross	\$55,807	\$55,807	\$58,199	\$58,199	\$87,380
PERA/FICA/Medicare/Life	\$8,581	\$8,518	\$8,880	\$8,880	
Health Coverage/H.S.A.	\$11,054	\$24,169	\$11,054	\$24,169	
	Plan 1	Plan 2	Plan 1	Plan 2	

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If begin at step 1 \$26.83 (1 FTE 2,080 hours) would take 7 years (step 8) to get to equivalent current cost of \$87,380 (wages & benefits less health insurance of current PHN @ (.80 FTE 1,664 hours))

If begin at step 2 \$27.98 (1 FTE 2,080 hours) would take 6 years (step 8) to get to equivalent current cost of \$87,380 (wages & benefits less health insurance of current PHN @ (.80 FTE 1,664 hours))

**RECOMMENDATION:**

The HHS Department recommends approving the following:

1. Move forward immediately to post for 1 Public Health Nurse (PHN) (1 FTE) utilizing the MN Merit system with hiring at step 1 or step 2. This posting would be for internal and external candidates. If an internal candidate is selected then move forward immediately to back fill that position until an external candidate has been hired to finish the process.
2. Allow if deemed appropriate by the HHS director, limited flexibility with the hiring range, up to step 4. This is due to a potentially very limited workforce availability in this area.
3. Hire after GCHHS Board's review and approval.