

A G E N D A



Recommendation for Council Action

Austin City Council	Item ID	28377	Agenda Number	15.
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Meeting Date:	11/7/2013	Department:	Health and Human Services
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Subject

Approve an ordinance amending the Fiscal Year 2013-2014 General Fund Operating Budget (Ordinance No. 20130909-001) to increase the number of authorized positions by one full-time equivalent within the Health and Human Services Department to provide administrative support for Travis County Environmental Health Services programs.

Amount and Source of Funding

Funding in the amount of \$74,855 is available from Travis County.

Fiscal Note

A fiscal note is attached.

Purchasing Language:	
Prior Council Action:	Approval of the Travis County Interlocal Agreement for Public Health Services on September 26, 2013.
For More Information:	Kymberley Maddox, Chief Administrative Officer, HHSD at (512) 972-5041, David B. Lopez, Chief Sanitarian, HHSD Environmental Health Services Division (512) 978-0303; Alma Ruiz, Agenda Coordinator, (512) 972 5010
Boards and Commission Action:	
MBE / WBE:	
Related Items:	

Additional Backup Information

BELOW LINE LANGUAGE:

Environmental Health Services (EHS) is requesting a FTE to fill the demand for processing Travis County applications, inspection requests, cashing and required records management controls. The cost of this position will be funded by increased revenue generated from a fee structure change for services EHS provides through the Travis County Interlocal Agreement for Public Health Services.

Over the last three years the City of Austin EHS Customer Service staff has performed an average of 3,317 administrative activities per year. The number of food establishments in Travis County has increased 13.5% in the last 5 years. This growth has caused an increased demand for services and for the administrative support for those

services. This position will be responsible for maintaining, filing and purging EHS records in compliance with State/County regulations.

There is currently not a county funded administrative support position in EHS to support the County Food Safety Protection, Environmental Investigations and Mosquito Control programs. This position will provide customer service and support for those services provided to new and existing Travis County businesses and residents. This position will improve the response times for plan review of new food businesses, residential pool development and for environmental complaint investigations by providing for more timely processing of requests and complaints.

The unique character of local food businesses are recognized as a vital part of our community. The growth and development of the Travis County economy is responsive to its diverse and thriving mix of local entrepreneurs, large and small businesses, and industry. Development is occurring across the City and County in a manner friendly to families with children and seniors by providing safe and affordable access to healthy foods.

PERFORMANCE

HHSD Related Departmental Goal: Minimize the public's exposure to health and environmental hazards.

The Travis County Interlocal Agreement will generate the following number of activities monitored by department performance measures:

- Number of Permits issued for Travis County – 672
 - 415 Food
 - 257 MV
- Number of Cashiering Transactions performed on behalf of Travis County –
 - 3344
- Number of food establishment, mobile food vendor, and temporary food establishment inspections conducted in Travis County –
 - 862
- Number of child care facility inspections for Travis County –
 - 95
- Number of pools/spas inspected in Travis County –
 - 174