



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

April 24, 2026

Erie County Legislature
95 Franklin Street – 4th Floor
Buffalo, New York 14202

RE: Department of Health Personnel Adjustments

Dear Honorable Members:

Enclosed, please find a memorandum and proposed resolution from the Department of Health to change the Deputy Commissioner of Health to Assistant Commissioner of Health position to better align the title with comparable positions and job duties within other Erie County Departments, remove two Public Health Nurse positions and add three Public Health Educator positions to have dedicated education staff, and create a Director of Nursing Services (Ambulatory Services) position. In this restructuring, the Principal Clerk will be removed.

Should your Honorable Body require further information, I encourage you to contact Gale Burstein, Commissioner of Health. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/et
Enclosure

cc: Gale Burstein, Commissioner of Health

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Health
Re: Department of Health Personnel Adjustments
Date: April 24, 2026

SUMMARY

The Department of Health is requesting authorization for four personnel changes:

1. The Health Division is seeking to change the Deputy Commissioner of Health position to an Assistant Commissioner of Health position to better align the title with comparable positions and job duties within other Erie County Departments.
2. The Health Division, which includes the Clinic at 608 William, is seeking to add a Director of Nursing Services position to provide clinical supervision and leadership.
3. The Health Division, which includes Accounting & Fiscal Management, is seeking to delete a vacant Principal Clerk position.
4. The Division of Environmental Health is seeking to remove two Public Health Nurse positions and add three Public Health Educator positions to have dedicated education staff.

FISCAL IMPLICATIONS

These changes would result in favorable fiscal implications for the proposed personnel changes

Dept	Title	Status	Unit	JG	Annual Salary	4/18/26 Start	#	Total
						PP10 Pro-Rated Salary		
Health	Assistant Commissioner	FT	MC	16	\$134,317	\$92,989	1	\$92,989
Health	Deputy Commissioner	FT	MC	17	(\$143,189)	(\$99,131)	(1)	(\$99,131)
Health	Director of Nursing	FT	MC	17	\$116,698	\$80,791	1	\$80,791
Health	Principal Clerk	FT	CSEA	6	(\$50,686)	(\$35,090)	(1)	(\$35,090)
						Subtotal Salary		\$39,559
						Subtotal Fringe		\$19,780
						Net Increase		\$59,339

Dept	Title	Status	Unit	JG	Annual Salary	4/18/26 Start PP10 Pro-Rated Salary	#	Total
PHL	Public Health Nurse	FT	NYSNA	9	(\$115,876)	(\$80,222)	(1)	(\$80,222)
PHL	Public Health Nurse	FT	NYSNA	9	(\$114,550)	(\$79,304)	(1)	(\$79,304)
PHL	Public Health Educator	FT	CSEA	8	\$57,004	\$39,465	1	\$39,465
PHL	Public Health Educator	FT	CSEA	8	\$57,004	\$39,465	1	\$39,465
PHL	Public Health Educator	FT	CSEA	8	\$57,004	\$39,465	1	\$39,465
							Subtotal Salary	(\$41,131)
							Subtotal Fringe	(\$20,566)
							Net Decrease	(\$61,697)
							Total Net Decrease	(\$2,358)

REASONS FOR RECOMMENDATION/BACKGROUND INFORMATION

The Department of Health is requesting authorization for personnel changes to better align job duties. The Health Division has downgraded the Deputy Commissioner of Health position to an Assistant Commissioner of Health position to better align with NYS recommendations for Health job titles and better align the title with comparable positions and job duties within other Erie County Departments.

The Division of Environmental Health is seeking to remove two Public Health Nurse positions and add three Public Health Educator positions to have dedicated education staff to perform lead poisoning prevention education.

The Health Division, which includes the Clinic at 608 William, is seeking to add a Director of Nursing Services position to help with clinic operations by providing clinical supervision and leadership. This change would allow for more clinical direction and oversight for Clinic staff, and better patient satisfaction and outcomes.

CONSEQUENCES OF NEGATIVE ACTION

The Deputy Commissioner of Health position would not align with NYS recommendations or with comparable positions and job duties within other Erie County Departments. There would be no savings to use on other personnel changes.

The two Public Health Nurse positions would work on education activities better suited to another title. The work intended for three positions would be performed by two positions. There would be no savings to use on other personnel changes.

The Director of Nursing Services position would not be created. There would be a missed opportunity to improve clinical direction and oversight for Clinic staff and improve patient satisfaction and outcomes.

STEPS FOLLOWING APPROVAL

The Department of Health will work with Personnel and Budget and Management to effectuate these changes.

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF HEALTH

RE: Department of Health Personnel Adjustments

WHEREAS, the Department of Health has identified a need for personnel adjustments to change Deputy Commissioner of Health to Assistant Commissioner of Health, change two Public Health Nurse positions to three Public Health Educator positions, and create a Director of Nursing Services (Ambulatory Care) position with a corresponding removal of a Principal Clerk position; and

WHEREAS, the full-time Deputy Commissioner of Health position Job Group 17 was downgraded to full-time Assistant Commissioner of Health position Job Group 16, effective March 7, 2026; and

WHEREAS, a full-time Principal Clerk position Job Group 6 is being deleted; and

WHEREAS, the sum total of these personnel adjustments will result in an annualized net savings; and

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby authorizes the creation of one (1) full-time Director of Nursing, Job Group 17, MC within the Health Division Operations (Funds Center 1271006) (B100 #15774); and be it further

RESOLVED, that authorization is hereby given to delete two (2) full-time Public Health Nurse positions, Job Group 9, NYSNA and create three (3) full-time Public Health Educator positions, Job Group 8, CSEA within the Environmental Health Division, Lead Poisoning Prevention (Funds Center 1273038) (B100 #15775); and be it further

RESOLVED, that sufficient funds exist within the Health and Public Health Divisions to cover these personnel adjustment changes; and be it further

RESOLVED, that the Assistant Commissioner of Health and Nursing Director positions are Managerial Confidential Titles and shall be classified as exempt under the Fair Labor Standards Act under the Administrative Exemption Category and paid at an annual flat rate as included in the 2026 Adopted Budget; and be it further

RESOLVED, that authorization is hereby given to the Division of Budget and Management to make any technical adjustments necessary to effectuate this resolution; and be it further

RESOLVED, that certified copies of this resolution will be forwarded to the Erie County Executive's Office, Department of Health, Department of Personnel, and Division of Budget and Management.