


Lexington-Fayette Urban County Government  
DIVISION OF HUMAN RESOURCES

Jim Gray  
Mayor

Sally Hamilton  
Chief Administrative Officer

**M E M O R A N D U M**

**TO:** Jim Gray, Mayor  
Sally Hamilton, Chief Administrative Officer  
Council Members

**FROM:**   
John Maxwell, Director  
Division of Human Resources

**DATE:** October 12, 2015

**SUBJECT:** Create position – HANDS Nurse, Division of Family Services

**Request:**

The attached action is requesting authorization to create one (1) unclassified position of HANDS Nurse (Grade 514E) in the Division of Family Services, effective upon passage by Council.

**Why are you requesting?**

The Division is requesting this position to provide health education to the families enrolled in the HANDS (Health Access Nurturing Development Services) program will conduct the intake process with parents prenatally to promote positive pregnancy outcomes and positive family decision making. In addition, they will offer all families information and referrals to appropriate community resources.

Upon the request of the division, and in accordance with Section 22-2 (d) of the Code of Ordinances, the Division of Human Resources conducted a classification study on the requested position of HANDS Nurse within the Division of Family Services. The position was analyzed by staff using the whole job rank and factor comparison methods. As a result, a recommendation for their requested position is described in this action.

**What is the cost in this budget year and future budget years?**

To illustrate, this has a 12-month future impact of a cost of \$54,248.00.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Hands Nurse	\$0	\$39,369.41	\$39,369.41
<b>Total Annual Impact/ Salary and Benefits \$54,248.00</b>			

**Are the funds budgeted?**

Funds are 100% budgeted by grant/contract program.

If you have questions or need additional information, please contact Alisha Lyle at 258-3957.

**File Number:**

1296 - 15

**Director/Commissioner:**

John Maxwell/Sally Hamilton