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## Scott County Health Department

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October 19, 2020

To: Mary Thee, Human Resources Director  
From: Edward Rivers, Health Director

RE: Approval for Hiring of Temporary Contact Tracers

Since COVID-19 was identified in Scott County in March, our department has been performing case interviews and contact tracing efforts seven days a week. During that time, other staff within the department have supplemented our communicable disease investigation team. This was possible due to other responsibilities being put on hold. As the cases increased during the summer months, we were able to involve additional staff to manage the surge. We currently have nineteen staff actively involved in case investigation and contact tracing efforts. We have reached a point in this pandemic where the sustained volume of daily cases and contacts and the need to complete other required work has exceeded our capacity to maintain the quality and timeliness of our efforts without additional support.

The department is requesting that the County approve a Contact Tracer Job Description and allow us to hire accordingly. Any individuals hired in this role would be temporary employees. We are proposing that Contact Tracers be paid \$17.50 per hour. This rate is consistent with what is being paid in Rock Island County as well as Johnson County. Anyone hired in this temporary position would work less than 1,560 hours in a year.

It is difficult to determine what the cost to the County would be regarding these Contact Tracer positions. We do not know whether Scott County's cases will maintain at the current high level, increase further, or decrease. We do not know how long the pandemic will last, or how long we will be asked to continue to complete case investigation and contact tracing at the current level. We do not know how long staff being paid by grants will be allowed to engage in this work when it is not contract required work (dental outreach, HIV, etc). What we do know is that we have an extremely dedicated workforce that have been working tirelessly to respond to the pandemic and we are in need of assistance.

If we were to hire six temporary contact tracers that all worked thirty hours a week at a loaded salary of \$20.50 per hour (FICA/IPERS) for an estimated sixteen weeks, it would cost Scott County approximately \$60,000. The use of contact tracers on the weekends would also allow the department to decrease its overtime expenses. While a Public Health Emergency Response Grant has covered these expenses, these funds are being depleted rapidly.

Thank you for your consideration of our request. If you have any questions, please do not hesitate to contact me at extension 3277 or Amy Thoreson at extension 8833.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

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SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

October 29, 2020

#### APPROVING THE TEMPORARY POSITION OF CONTACT TRACER IN THE HEALTH DEPARTMENT AND ESTABLISHING THE HOURLY RATE

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the temporary position of Contact Tracer in the Health Department is created at an hourly rate of \$17.50.

Section 2. That the position does not alter the Health Department's table of organization.

Section 3. This resolution shall take effect immediately.