

# City of Worcester Reorganization Proposal



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**City Manager**

# Reorganization Overview

1. Re-align Division of Code Enforcement and Public Health inspections into Cabinet-level Department of Inspectional Services
2. Re-constitute Department of Health and Human Services, with focus on issues of community health, disparity, and homelessness
3. Establish Human Resources as Cabinet-level Department
4. Codify tables of organization and supervisory roles as they presently function:
  1. Executive Office of Economic and Neighborhood Development to be headed by Assistant City Manager (as is outlined in current FY budget)
  2. Assign divisions to Economic and Neighborhood Development
    1. Airport Commission
    2. Cable Services Division
    3. Cultural Commission
    4. Workforce Development Division
    5. NEW Youth Opportunities Division
5. Codify Elections Division move to City Clerk's Department

# City Departments

## CURRENT

### City Manager's Cabinet

- Communications Department
- Department of Administration & Finance
- Department of Health & Human Services
- Department of Public Works & Parks
- Executive Office of Economic and Neighborhood Development
- Fire Department
- Law Department
- Police Department

### Non-Cabinet

- Auditing Department
- City Clerk Department

## PROPOSED (effective July 1, 2008)

### City Manager's Cabinet

- Communications Department
- Department of Administration & Finance
- Department of Health & Human Services
- Department of Inspectional Services
- Department of Public Works & Parks
- Executive Office of Economic and Neighborhood Development
- Fire Department
- Human Resources Department
- Law Department
- Police Department

### Non-Cabinet

- Auditing Department
- City Clerk Department

# Department of Health and Human Services

- Current structure is a combined community/public health, human service, and regulatory department
- Two missions:
  - enforce regulations (state law & City ordinances)
  - promote healthy lifestyle through education and programs

# Existing Department of Health and Human Services

- Disabilities Division
- Code/Housing Enforcement Division
- Elder Services Division
- Human Rights Commission
- Public Health Division
- Veterans Affairs Division
- Worcester Public Library

# Proposed Reorganization

## Two Departments – Two Missions

- **Department of Inspectional Services**
  - Building and Zoning Division
  - Health Inspections Division
  - Housing Division
- **Department of Health and Human Services**
  - Disabilities Division
  - Elder Services Division
  - Human Rights Commission
  - Public Health Division
  - NEW Transitional Housing Services Division
  - Veterans Affairs Division
  - Worcester Public Library

# What will change in HHS?

- **Existing Division of Public Health will be divided into two divisions:**
  - **Health Inspections**
    - consisting of regulatory inspections to be located within the Department of Inspectional Services
  - **Public Health Division**
    - Public Health Division focused on community health, to be located within the Department of Health and Human Services
- **Inspectional Services transferred to a singular Department of Inspectional Services, headed by a Commissioner of Inspectional Services**
- **Transitional Housing Services Division**
  - oversee implementation of Plan to End Homelessness in Worcester
  - provide assistance to individuals and families who need to relocate as a result of City condemnation or other enforcement

# Public Health

- The proposed reorganization would put the following Divisions of the Public Health Division in the new Department of Inspectional Services:
  - Animal Control
  - Food Unit
  - Lead Unit
  - Weights and Measures
  - Air, Water, and Hazardous Materials
  - Lab
- The following Divisions of the Public Health Division would remain in the Department of Health and Human Services
  - Bio-terrorism
  - Medical Bureau
  - Tobacco Unit

# Associated Boards and Commissions

remain in Department of Health and Human Services

- Commission on Disabilities
- Early Scholarship Committee
- Commission on Elder Affairs
- Board of Health
- NEW Commission on Homelessness
- Human Rights Commission
- Status of Women Committee

# Human Resources

- **Presently exists as a Division within the Executive Office of the City Manager**
- **Proposal would elevate this Division to a Cabinet-level Department of the City**
- **Why?**
  - **We have undertaken significant reforms in our departments, including customer-service training, focus on wellness for employees, and health insurance reform**
  - **HR Director would be at the table with all Departments on a recurring basis**

# Economic and Neighborhood Development

- **Reorganization of 2004/2005 created unified Executive Office of Economic and Neighborhood Development**
- **Proposal would statutorily expand this Department to include:**
  1. **Airport Commission**
  2. **Cable Services Division**
  3. **Cultural Commission**
  4. **Workforce Development Division**
  5. **NEW Youth Opportunities Division**
- **These divisions already function under the office of Economic and Neighborhood Development, per current FY Budget and Tables of Organization**
- **Makes official the title of the head of this Department as “Assistant City Manager for Economic and Neighborhood Development”**

# Elections Division

- **In July of 2007, the function of the Election Division was transferred from the Executive Office of the City Manager to the City Clerk**
- **This reorganization codifies that transfer in the City Ordinances**

# Financial Impact

- **The Budget Office, in conjunction with the Acting Commissioner of HHS and the Director of Code Enforcement, is reviewing staff needs to support the Administration of the new Department of Inspectional Services**
- **No net new Inspectional Services operational positions are expected at this time**
- **Administration is exploring partnerships with community health organizations to support the administration and operations of the Department of Health and Human Services**
- **Administration is in the process of converting Housing Enforcement complaint and violation tracking to DPWP Customer Service Center**
  - **Full evaluation of capital needs to support the transition to an electronic system is underway**
  - **Requests to be included in FY 2009 Capital budget**