



City of Evanston

Health and Human Services Department

Department Overview

Purpose: The Health and Human Services Department carries out the core functions of public health; assessment, policy development, and assurance, within its jurisdiction. The Department assesses the health needs of the community by establishing a systematic needs assessment process that periodically provides information on the health status and health needs of the community.

Health and Human Services investigates the occurrence of adverse health effects and health hazards in the community by conducting timely investigations that identify the magnitude of health problems, duration, trends, location and populations at risk. The Department is an advocate for public health and seeks to build constituencies and identify resources in the community in order to generate supportive and collaborative relationships with public and private agencies and constituent groups for the effective planning, implementation and management of public health activities.

The Department develops and strengthens communication with units of local, state and federal government, health-related organizations, health providers, citizens, and news media.

Health and Human Services develops plans and policies to address priority health needs by establishing goals and objectives to be achieved through a systematic course of action that focuses on local community needs and equitable distribution of resources, at all times involving the participation of constituents and other related governmental agencies.

The Department manages resources and develops organizational structure through the acquisition, allocation and control of human, physical and fiscal resources; and maximizing the operational functions of the local public health systems through coordination of community agencies' efforts in an effort to avoid the duplication of services.

The Department evaluates programs and provides quality assurance in accordance with applicable professional and regulatory standards to ensure programs are consistent with plans and policies, and provide feedback on inadequacies and changes needed to redirect programs and resources.

The Department seeks to inform and educate the public on health issues of concern in the community, promoting awareness about public health services availability, and health education initiatives which contribute to individual and collective changes in health knowledge, attitudes and practices towards a healthier community.



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<p>Department Overview Continued</p>	<p>Primary Services/Divisions: The primary services of the Department are:</p> <p><u>Environmental Health Division</u> Food Protection Services Foodservice Establishment Plan Reviews Food Safety Education West Nile Virus Surveillance Communicable Disease Surveillance Rodent Control Environmental Health Services Day Care Inspections and Licensure Emergency Preparedness, Bioterrorism-City Readiness Initiative Public Health Emergency Response Planning (H1N1 Pandemic Response Planning)</p> <p>(7.8 FTE)</p> <p><u>Community Health Division</u> Children’s Dental Clinic Vital Records Department Inclusion ADA compliance office-ADA Curb Replacement Program Ombudsman Program Aging Services Subsidized Taxi-Cab Services Handyman Program</p> <p>(8.9 FTE)</p> <p><u>Community Relations Division</u> Farmers Market Mental Health Board And Community Purchased Services Summer Youth Employment Program Outreach Specialist Displaced Residential Assistance</p> <p>(4.5 FTE)</p> <p><u>Youth Coordination</u> (1FTE) At Risk and High Risk Youth</p> <p><u>Health Administration Services</u> (3.1) FTE</p> <p>Number of Full-time Positions: 22.00 Number of Part-time Positions: 7</p> <p>List of Committees/Boards that require staff assistance: Human Services Committee, Human Relations Commission, Mental Health Board, Environment Board, Commission on Aging, and Youth Council.</p>
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<p>Mandated vs. Non-Mandated Services</p> <p>(Required by Federal/State/ or Local Legislation)</p>	<p>Mandated Services: Annual Plan Review and Inspections for all Food Establishments Tobacco and Clean Air Act Enforcement Annual Beach Water Testing Annual Inspections of Tanning Facilities Annual Retail Tobacco Vendors Inspections Lead Inspections of residential homes and Child Daycare Homes Annual West Nile Virus Surveillance Tracking Communicable Disease Surveillance Day Care Inspections and Licensure, Long term Care Licensure Emergency Preparedness and Pandemic Planning-Drills Public Health Emergency Response Planning Certification as a Local Health Department every 5 years Homelessness Prevention and Rapid RE-Housing HUD Annual Emergency Shelter Grant Administration Continuum of Care Administration Landlord Tenant Mediation Services-Case Management Farmers Market Commission on Aging</p> <p>Non-Mandated Services: Adaptive Devices Program Displaced Residential Assistance Program Children’s Dental Clinic Vital Records Birth and Death Certificates Funeral Home Licenses</p>																									
<p>Financial Summary</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">FY 09-10 Department Specific Revenues</td> <td style="width: 20%;">\$1,441,700</td> <td style="width: 30%;"></td> </tr> <tr> <td>FY 09-10 Budgeted Expenses:</td> <td>\$4,084,500</td> <td></td> </tr> <tr> <td style="text-align: right;">Variance:</td> <td>\$(2,642,800)</td> <td></td> </tr> </table> <p><u>Department Specific Revenues:</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #000080; color: white;"> <th style="text-align: left;">Revenue Type</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>Dental Clinic Services</td> <td style="text-align: right;">\$141,600</td> </tr> <tr> <td>Dental Sealant Grant</td> <td style="text-align: right;">\$4,000</td> </tr> <tr> <td>Long Term Care Licenses</td> <td style="text-align: right;">\$112,400</td> </tr> <tr> <td>Sidewalk Café Licenses</td> <td style="text-align: right;">\$20,000</td> </tr> <tr> <td>Residential Home Care Licenses</td> <td style="text-align: right;">\$500</td> </tr> <tr> <td>Plan Review</td> <td style="text-align: right;">\$8,000</td> </tr> <tr> <td>Sanitation Classes</td> <td style="text-align: right;">\$11,000</td> </tr> </tbody> </table>	FY 09-10 Department Specific Revenues	\$1,441,700		FY 09-10 Budgeted Expenses:	\$4,084,500		Variance:	\$(2,642,800)		Revenue Type	Amount	Dental Clinic Services	\$141,600	Dental Sealant Grant	\$4,000	Long Term Care Licenses	\$112,400	Sidewalk Café Licenses	\$20,000	Residential Home Care Licenses	\$500	Plan Review	\$8,000	Sanitation Classes	\$11,000
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**Financial
Summary
Continued**

Food Establishment Licenses	\$173,000
Temporary Food Licenses	\$6,000
Food Delivery vehicle Licenses	\$8,300
Scavenger Truck	\$300
Bev./Snack vending Machine	\$28,000
Tobacco Licenses	\$12,500
Home Day Care Licenses	\$5,500
Local Health Protection Grant	\$76,200
Summer Food Inspections	\$400
IL Tobacco Free Community Grant	\$25,000
Childhood Lead Poisoning Grant	\$1,000
State Grants	\$20,500
Tanning Parlor Inspections	\$100
Cities Readiness Initiative Grant	\$40,000
Public Health Emergency Preparedness Grant	\$70,000
Federal Grant/AID	\$8,500
Birth Certificate	\$97,000
Death Certificate	\$55,000
Funeral Director's License	\$6,600
Temporary Funeral Director's License	\$5,000
Teen Baby Nursery Program Reimbursement	\$41,000
Emergency Shelter Grants (HUD)	\$91,900
Teen Pregnancy Prevention Grant	\$60,600
Teen Parent Service Program Grant	\$34,700
Commission on Aging – Advocacy Grant	\$40,000
Prostate Cancer Awareness Grant	\$10,000
Lead Paint Hazard Grant	\$200,000
Farmer's Market Licenses	\$26,400
Miscellaneous Farmer's Mkt. Revenue	\$700

% of Budget that is allocated for mandated services: 47%

**Balance of expenses funded from General Fund Revenues:
\$2,642,800**