

**Department New Request Form
Fiscal Year 2026**

Program	Central Services	Title of New Request:	Rank: 6
Department	City-County Health Dept.	Communication Officer	
Request Category	New		
Request Rating	Maintain Level of Service		
Department Goal	To build conditions that support the health of people, pets, environments and communities.		# of FTE's in this request
			0.00

1. How will request assist in achieving Department Goal and benefit the customer

We have employed a Public Health Communications Officer since 2022. In previous years, this position's salary and fringe has been completely covered by a grant from MT DPHHS, titled Strengthening the Public Health Workforce. I have an email from DPHHS that indicates that we will receive this grant again this year, for approximately \$76,000. That amount doesn't fully cover the full personnel cost, given employee wage and fringe increases. This position allows MPH to focus on public outreach, be creative and proactive in our public communications, and maintain our website.

2. What specifically is needed to achieve this goal?

The Communications Officer position, salary and fringe, is \$78,800 in FY26. The \$76,000 grant doesn't cover the additional amount.

Total \$2,800

County (40%): \$1,120

City (60%): \$1,680

3. Cost Impact of New Program:

Account #	Item	Qty	Unit Cost	Requested One-Time	Requested Ongoing	2026 Unfunded	2026 Funded	Proposed 2027 Ongoing
Ongoing Expenses								
1000.390.440190.700	comm officer salary	1	1680		1,680	1,680	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
One-time Expenses								
				—		—	—	
				—		—	—	
				—		—	—	
				—		—	—	
				—		—	—	
Expense Sub-Total				—	1,680	1,680	—	—

Revenue Offset:

Account #	Revenue Description	Proposed Onetime Revenue	Proposed Ongoing Revenue
1000.000.311000.00	T Tax funded		1,680
Revenue Sub-Total		-	1,680

4. What sort of data will be used to report results and outcomes of request?

Missoula Public Health, with oversight of the Missoula City-County Health Board, uses quantitative performance indicators and strategic plan objectives for monitoring performance.

Requested/Proposed Funding Source

	One-time	Ongoing
Tax or Assessment	-	1,680
Non-tax	-	-
Fund Balance	-	-
Total	-	1,680