

MARKET SUPPLEMENT PROGRAM

**Report of the Market Supplement Review
Committee**

**Public Health Inspector
(Degree, Senior and Supervisor Levels)**

Final Report

December 19, 2003

OBJECTIVE

The objective of the Market Supplement Program is to ensure that Saskatchewan health care employers can attract and retain the employees required to provide appropriate health care services to the people of Saskatchewan.

This program is designed to address specific skill shortages by use of a temporary market supplement to attract and/or retain qualified employees. The program is designed to ensure that temporary market supplements respond to valid labour market criteria to address recruitment/retention pressures.

A market supplement will be an acceptable option only if:

- a) workplace initiatives have not addressed the skill shortage;
- b) labour market data supports a supplement; and,
- c) recruitment/retention is a problem, is affecting service delivery and is well documented.

This report deals with the Market Supplement Review Committee's analysis of the recruitment/retention pressures facing employers with respect to Public Health Inspectors.

OVERVIEW

The Market Supplement Review Committee reviewed documentation received from health regions as part of its annual review on Public Health Inspectors. The Market Supplement Review Committee released the initial market supplement report December 19, 2002. This latest report is to be considered as part of the on-going review of the market supplement process for this classification as described in the Health Sciences Association of Saskatchewan (HSAS) Letters of Understanding. This is the first annual review for the Public Health Inspector classification.

There were eleven health regions that reported to this analysis on Public Health Inspectors.

Public Health Inspectors are members of HSAS.

Role of a Public Health Inspector level:

The Public Health Inspector is a vital member of the public health team and delivery system. The role of the PHI includes preventing disease, promoting health and improving the environment through the use of education, consultation, inspection and monitoring techniques and, if necessary, by the enforcement of health legislation. The scope of interest covers food hygiene, insect and rodent control, communicable disease investigation, public accommodation, community care facilities, public recreational facilities, water supply and waste disposal systems, occupational health and safety and environmental pollution - air, water, soil and noise.

Qualifications:

To work as a Public Health Inspector, certification must be obtained with the Canadian Institute of Public Health Inspectors (CIPHI).

Public Health Inspectors must obtain educational qualifications from one of five Environmental Health programs in Canada. In addition, Public Health Inspectors must successfully complete a certification process consisting of an examination process with both written and oral components. To be eligible for certification Public Health Inspectors must complete twelve weeks of practicum under the supervision of a certified Public Health Inspector.

Information regarding budgeted positions and vacancies is provided in the following table:

Table 1- Public Health Inspector - Degree, Senior and Supervisor levels (Budgeted and Vacant Positions)

Health Regions	Number of Budgeted Positions (As of October, 2003)		Number of Vacant Positions (As of October, 2003)		% Vacancy	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Cypress	Degree: 4 Senior: 1	Degree: 1	Degree: 1	Degree: 1	25%	100%
Five Hills	Degree: 3 Senior: 1	-	Degree: 2	-	66.6%	-
Heartland	Degree: 3 Senior: 1	-	-	-	-	-
Kelsey Trail	Degree: 3	-	-	-	-	-
Mamawetin Churchill River	Degree: 4 Senior: 1	-	Degree: 1	-	25%	-
Prairie North	Degree: 5 Senior: 1	-	-	-	-	-
Prince Albert Parkland	Degree: 4 Senior: 1	-	-	-	-	-
Regina Qu'Appelle	Degree: 11 Senior: 1 Supervisor: 1	Degree: 1	Degree: 1	-	9%	-
Saskatoon	Degree: 13 Supervisor: 2	Degree: 1	-	-	-	-
Sun Country	Degree: 3 Senior: 1	-	Degree: 1	-	33.3%	-
Sunrise	Degree: 4 Senior: 1	Degree: 1	Degree: 2	-	50%	-
TOTAL:	Degree: 57 Senior: 9 Sup'v: 3	Degree: 4	Degree: 8	Degree: 1	Degree: 14.0%	Degree: 25%
	TOTAL: 69	TOTAL: 4	TOTAL: 8	TOTAL: 1	TOTAL: 11.5%	TOTAL: 25%

Table 2 – Public Health Inspector - Budgeted and vacant position comparisons (2002/2003)

Public Health Inspector (Degree level)	Number of Budgeted Positions		Number of Vacant Budgeted Positions		% Vacancy	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
2002 TOTALS: (All Regions)	56	5	5	1	8.9%	20%
COMPARISON 2002 vs. 2003	11	1	13	5	15.1%	5%

Note: The data in Table 1 and Table 2 may be incomplete as not all the same employers may have reported data for both years.

ANALYSIS

The MSRC discussed the Labour Market Criteria as required by the Market Supplement Program framework.

SERVICE DELIVERY IMPACTS: *(Employers were asked to provide information that addresses current service delivery impacts resulting from staff shortages, potential staff short term service delivery impacts, potential long term service delivery impacts and options for alternative service delivery models).*

Eleven regions responded to this survey: Four regions reported no service delivery issues, three regions report minor service issues (such as some turnover making service delivery difficult, and overtime), and four regions report moderate issues (such as some service reduction and backlog).

Most regions have stated that there has been an increase in workload during the past year. Some examples of increased workload include the Tobacco Control Act, Public Water Standards and the West Nile Virus. Regions have stated that they have reprioritized workload in order to maintain proper service levels. Due to workload issues, complaints may not be dealt with in a timely manner. Credibility with clients due to irregular inspections and turnover of staff has been an issue for some regions.

In an attempt to keep up with workload, many regions have increased the number of FTE's dedicated to Public Health Inspectors and utilized other classifications when possible. To assist with recruitment and retention, regions have also participated in the provincial bursary program for Public Health Inspectors.

VACANCY RATE ANALYSIS: *(Employers were requested to provide information about the frequency and timing of vacancy occurrences (i.e., seasonal vacancies; do the vacancies always follow an event; etc.) and to identify trends that may affect recruitment/retention efforts).*

The current vacancy rate for full time Public Health Inspectors (degree level) is 14.0%, which is an increase of 5.1% from 2002. Currently, there are no vacancies at the Senior or Supervisor level. Regions have stated that the typical recruiting time for this classification is 2 to 4 months.

TURNOVER RATES: *(Employers were asked to provide local analysis of reasons for leaving and trends that may be emerging. They were also asked to provide annual turnover (loss of employees to other competitor employers) ratio to the existing staff complement (budgeted positions) in the given occupation.)*

Of the regions that track and report resignations, the following is reported:

2003 – 8 resignations

2002 – 8 resignations

2001 – 7 resignations

The resignations above include reasons such as retirements, spousal transfer, wage rates, and others. The turnover data as reported in this review, differs from data reported in last years' review.

RECRUITMENT ISSUE ANALYSIS: *(Employers were asked to provide information such as length of recruitment times, training investments, licensing issues, supply and demand issues, etc., as well as information that would identify trends that may affect recruitment and/or retention efforts).*

Regions have utilized the following recruitment and retention initiatives: offering higher than the first step of the wage grid to new hires (four regions), advertising, career fairs, relocation expenses (six regions), and training allowances (two regions). Also, at least three regions have increased the number of FTE's designated for Public Health Inspectors.

Other initiatives have included utilizing other classifications (three regions) and participating in the provincial bursary program (four regions).

Some regions have stated that many Public Health Inspectors are nearing retirement and recruitment and retention issues may increase.

SALARY MARKET CONDITIONS: *(Employers were asked to identify situations where their salary levels are lower than other employers that they would expect to recruit employees from or other employers that recruit their employees. This may be local, provincial, regional, national or international depending on the occupation group and traditional recruitment relationships. Cost of living considerations may or may not be appropriate to factor into market salary comparisons).*

Public Health Inspectors received a market supplement effective December 19, 2002, however the new rate was not implemented until July 2003. The rate prior to market supplement was \$25.83/hour (Degree level), and with market supplement, the rate is \$29.15/hour (an increase of \$3.32/hour or 12.8%).

Regions have stated that they are more competitive since the market supplement has been implemented. However, they state that the Federal Government and Tribal Councils are reported to pay more.

CONCLUSIONS & RECOMMENDATIONS:

Considering the labour market criteria under the framework, the Market Supplement Review Committee makes the following conclusions:

- Health regions continue to have service delivery issues especially as it relates to the Tobacco Act, West Nile virus and water monitoring.
- The vacancy rate for full time Public Health Inspectors (Degree level) has increased by three positions.
- Public Health Inspectors realized an increase in wages of 12.8% due to the market supplement that was bargained and implemented in July 2003.
- The current market supplement was implemented in July 2003 (only 4 months to realize any impact).

Having reviewed the information as provided by employers and considering the labour market criteria, the Market Supplement Review Committee recommends:

- To maintain the current market supplement for the Public Health Inspector classification.

12/23/03

APPENDIX A

Market Supplement Consideration Request – Public Health Inspector

Employer Respondents

1. Cypress
2. Five Hills
3. Heartland
4. Kelsey Trail
5. Mamawetin Churchill River
6. Prairie North
7. Prince Albert Parkland
8. Regina Qu'Appelle
9. Saskatoon
10. Sun Country
11. Sunrise