

FINAL

AMENDED
July 1, 2013

COUNTY COUNCIL OF ANNE ARUNDEL COUNTY, MARYLAND

Legislative Session 2013, Legislative Day No. 32

Bill No. 58-13

Introduced by Mr. Walker, Chairman
(by request of the County Executive)

By the County Council, June 3, 2013

Introduced and first read on June 3, 2013
Public Hearing set for and held on July 1, 2013
Bill AMENDED and VOTED on July 1, 2013
Bill Expires September 6, 2013

By Order: Elizabeth E. Jones, Administrative Officer

A BILL ENTITLED

1 AN ORDINANCE concerning: Personnel – Classified Service

2
3 FOR the purpose of creating new pay schedules for certain employees; providing for pay
4 increases for certain employees; altering the maximum carry over of annual leave and
5 allowing a conversion of disability leave for certain employees; providing certain benefits
6 for employees killed in the line of duty; providing for the application of this Ordinance;
7 and generally relating to personnel.
8

9 BY repealing and reenacting, with amendments: §§ 6-1-202(b)(1), (c)(1) and (2), (d)(1), (2),
10 and (4), (e)(1) and (2), and (i); 6-1-207(c); 6-1-302(d); 6-1-303(l); and 6-1-310(c)
11 Anne Arundel County Code (2005, as amended)
12

13 SECTION 1. *Be it enacted by the County Council of Anne Arundel County, Maryland,*
14 That Section(s) of the Anne Arundel County Code (2005, as amended) read as follows:
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16 **ARTICLE 6 PERSONNEL**

17 **TITLE 1. CLASSIFIED SERVICE**

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20 **6-1-202. Pay schedules.**

EXPLANATION: CAPITALS indicate new matter added to existing law.
[Brackets] indicate matter stricken from existing law.
Underlining indicates amendments to bill.
~~Strikeover~~ indicates matter stricken from bill by amendment.

(b) Office Support, Administrative Aides, and Technical employees.

(1) [Beginning the first full pay period on or after July 1, 2009 for employees in the classified service whose pay grades are designated "OS" the hourly pay schedule is:

**OFFICE SUPPORT, ADMINISTRATIVE AIDES,
AND TECHNICAL EMPLOYEES PAY SCHEDULE**

GRADE	MINIMUM	MAXIMUM
OS-1	\$10.83	\$16.08
OS-2	11.35	16.84
OS-3	11.90	17.66
OS-4	12.47	18.54
OS-5	13.08	19.45
OS-6	13.70	20.38
OS-7	14.38	21.38
OS-8	15.07	22.42
OS-9	15.80	23.53
OS-10	16.58	24.68
OS-11	17.38	25.89
OS-12	18.24	27.16]

(I) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JULY 1, 2013 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "OS" THE HOURLY PAY SCHEDULE IS:

**OFFICE SUPPORT, ADMINISTRATIVE AIDES,
AND TECHNICAL EMPLOYEES (OS) PAY SCHEDULE**

GRADE	MINIMUM	MAXIMUM
OS-1	\$10.83	\$16.32
OS-2	11.35	17.09
OS-3	11.90	17.92
OS-4	12.47	18.82
OS-5	13.08	19.74
OS-6	13.70	20.69
OS-7	14.38	21.70
OS-8	15.07	22.76
OS-9	15.80	23.88
OS-10	16.58	25.05
OS-11	17.38	26.28
OS-12	18.24	27.57

(II) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JANUARY 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "OS" THE HOURLY PAY SCHEDULE IS:

**OFFICE SUPPORT, ADMINISTRATIVE AIDES,
AND TECHNICAL EMPLOYEES (OS) PAY SCHEDULE**

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GRADE	MINIMUM	MAXIMUM
OS-1	\$11.15	\$16.81
OS-2	11.69	17.60
OS-3	12.26	18.46
OS-4	12.84	19.38
OS-5	13.47	20.33
OS-6	14.11	21.31
OS-7	14.81	22.35
OS-8	15.52	23.44
OS-9	16.27	24.60
OS-10	17.08	25.80
OS-11	17.90	27.07
OS-12	18.79	28.40

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(c) Labor, Maintenance, Trades, and Inspection employees.

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(1) [Beginning the first full pay period on or after July 1, 2009 for employees in the classified service whose pay grades are designated "LM" the hourly pay schedule is:

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**LABOR, MAINTENANCE, TRADES, AND
INSPECTION EMPLOYEES (LM) PAY SCHEDULE**

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GRADE	MINIMUM	MAXIMUM
LM-1	\$10.94	\$15.60
LM-2	11.49	16.40
LM-3	12.07	17.22
LM-4	12.69	18.09
LM-5	13.33	18.99
LM-6	13.99	19.96
LM-7	14.73	20.97
LM-8	15.46	22.03
LM-9	16.25	23.14
LM-10	17.06	24.32
LM-11	17.92	25.56
LM-12	18.83	26.85]

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(I) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JULY 1, 2013 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "LM" THE HOURLY PAY SCHEDULE IS:

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**LABOR, MAINTENANCE, TRADES, AND
INSPECTION EMPLOYEES (LM) PAY SCHEDULE**

GRADE	MINIMUM	MAXIMUM
LM-1	\$10.94	\$15.83
LM-2	11.49	16.65
LM-3	12.07	17.48
LM-4	12.69	18.36

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LM-5	13.33	19.27
LM-6	13.99	20.26
LM-7	14.73	21.28
LM-8	15.46	22.36
LM-9	16.25	23.49
LM-10	17.06	24.68
LM-11	17.92	25.94
LM-12	18.83	27.25

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(II) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JANUARY 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "LM" THE HOURLY PAY SCHEDULE IS:

LABOR, MAINTENANCE, TRADES, AND INSPECTION EMPLOYEES (LM) PAY SCHEDULE

GRADE	MINIMUM	MAXIMUM
LM-1	\$11.27	\$16.30
LM-2	11.83	17.15
LM-3	12.43	18.00
LM-4	13.07	18.91
LM-5	13.73	19.85
LM-6	14.41	20.87
LM-7	15.17	21.92
LM-8	15.92	23.03
LM-9	16.74	24.19
LM-10	17.57	25.42
LM-11	18.46	26.72
LM-12	19.39	28.07

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(2) (I) Beginning the first full pay period on or after July 1, 2009 for employees in the classified service whose pay grades are designated "FW" the hourly pay schedule is:

FLEXIBLE WORKER (WT) PAY SCHEDULE

Grade	Base	Skill 1	Skill 2	Skill 3	Skill 4	Skill 5
FW1	\$14.54	\$15.58	\$16.13	\$16.70	\$17.29	\$17.88
FW2	Base	Skill 6	Skill 7	Skill 8	Skill 9	Skill 10
	\$19.67	\$20.65	\$21.70	\$22.79	\$23.91	\$27.61
FW3	Skill 11	Skill 12				
	\$28.67	\$30.12				
FW4	Skill 13					
	\$31.62					

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(II) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JANUARY 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "FW" THE HOURLY PAY SCHEDULE IS:

FLEXIBLE WORKER (FW) PAY SCHEDULE

GRADE	BASE	SKILL 1	SKILL 2	SKILL 3	SKILL 4	SKILL 5
FW1	\$14.98	\$16.05	\$16.61	\$17.20	\$17.81	\$18.42
FW2	BASE	SKILL 6	SKILL 7	SKILL 8	SKILL 9	SKILL 10
	\$20.26	\$21.27	\$22.35	\$23.47	\$24.63	\$28.44
FW3	SKILL 11	SKILL 12				
	\$29.53	\$31.02				
FW4	SKILL 13					
	\$32.57					

(d) Detention Center employees.

(1) (I) Beginning the first full pay period on or after July 1, 2010 for employees in the classified service whose pay grades are designated "D1" and "D2" the annual pay schedule is:

DETENTION CENTER EMPLOYEES (D) PAY SCHEDULE

Grade	Minimum	Maximum
D1	\$38,051	\$65,458
D2	39,954	68,719

(II) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JANUARY 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "D1" AND "D2" THE ANNUAL PAY SCHEDULE IS:

DETENTION CENTER EMPLOYEES (D) PAY SCHEDULE

GRADE	MINIMUM	MAXIMUM
D1	\$38,812	\$66,767
D2	40,753	70,093

(III) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER APRIL 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "D1" AND "D2" THE ANNUAL PAY SCHEDULE IS:

DETENTION CENTER EMPLOYEES (D) PAY SCHEDULE

GRADE	MINIMUM	MAXIMUM
D1	\$39,200	\$67,435
D2	41,161	70,794

(2) (I) Beginning the first full pay period on or after July 1, 2010 for employees in the classified service whose pay grades are designated "D3" the annual pay schedule is:

DETENTION CENTER EMPLOYEES (D) PAY SCHEDULE

Grade	Minimum	Maximum
D3	\$43,631	\$81,661

(II) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JANUARY 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "D3" THE ANNUAL PAY SCHEDULE IS:

DETENTION CENTER EMPLOYEES (D) PAY SCHEDULE

GRADE	MINIMUM	MAXIMUM
D3	\$44,504	\$83,294

(III) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER APRIL 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "D3" THE ANNUAL PAY SCHEDULE IS:

DETENTION CENTER EMPLOYEES (D) PAY SCHEDULE

GRADE	MINIMUM	MAXIMUM
D3	\$44,949	\$84,127

(4) (I) Beginning the first full pay period on or after July 1, 2010 for employees in the classified service whose pay grades are designated "C1" and "C2" the annual pay schedule is:

CORRECTIONAL PROGRAM SPECIALIST EMPLOYEES (C) PAY SCHEDULE

Grade	Minimum	Maximum
C1	\$37,725	\$74,675
C2	41,523	82,192

(II) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JANUARY 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "C1" AND "C2" THE ANNUAL PAY SCHEDULE IS:

CORRECTIONAL PROGRAM SPECIALIST EMPLOYEES (C) PAY SCHEDULE

GRADE	MINIMUM	MAXIMUM
C1	\$38,857	\$76,915
C2	42,769	84,658

(e) Deputy Sheriff employees.

(1) (I) Beginning the first full pay period on or after July 1, 2010 for employees in the classified service whose pay grades are designated "S1" the annual pay schedule is:

DEPUTY SHERIFF EMPLOYEES (S) PAY SCHEDULE

Grade	Minimum	Maximum
S1	\$39,140	\$59,031

(II) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JANUARY 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "S1" THE ANNUAL PAY SCHEDULE IS:

DEPUTY SHERIFF EMPLOYEES (S) PAY SCHEDULE

GRADE	MINIMUM	MAXIMUM
S1	\$40,314	\$60,802

(2) (I) Beginning the first full pay period on or after July 1, 2009 for employees in the classified service whose pay grades are designated "S2" the annual pay schedule is:

DEPUTY SHERIFF EMPLOYEES (S) PAY SCHEDULE

Grade	Minimum	Maximum
S2	\$47,895	\$75,332

(II) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JANUARY 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "S2" THE ANNUAL PAY SCHEDULE IS:

DEPUTY SHERIFF EMPLOYEES (S) PAY SCHEDULE

GRADE	MINIMUM	MAXIMUM
S2	\$49,332	\$77,592

(i) **Park Ranger employees.**

(1) Beginning the first full pay period on or after July 1, 2012 for employees in the classified service whose pay grades are designated "R" the annual pay schedule is:

PARK RANGER EMPLOYEES (R) PAY SCHEDULE

Grade	Minimum	Maximum
R	\$39,008	\$61,639

(2) BEGINNING THE FIRST FULL PAY PERIOD ON OR AFTER JANUARY 1, 2014 FOR EMPLOYEES IN THE CLASSIFIED SERVICE WHOSE PAY GRADES ARE DESIGNATED "R" THE ANNUAL PAY SCHEDULE IS:

PARK RANGER EMPLOYEES (R) PAY SCHEDULE

GRADE	MINIMUM	MAXIMUM
R	\$40,178	\$63,488

1 **6-1-207. Pay at hiring; advancement through steps – Represented employees.**

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3 (c) **Advancement to new rate of pay.** Except as provided in subsection (d), an employee
4 must receive an overall satisfactory performance annual appraisal rating before advancing to a
5 new rate of pay as follows:

6
7 (1) except as provided in subsection (c)(2) and (c)(3), for represented employees
8 [there shall be no advances in pay under this subsection during fiscal year 2013] A 3%
9 INCREASE IN PAY NOT TO EXCEED THE MAXIMUM FOR THE GRADE;

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11 (2) for represented employees on the LM pay schedule who are hired at the minimum
12 pay rate for the grade, a 9% increase in pay on the first full pay period after the successful
13 completion of 12 months of employment; and

14
15 (3) for employees represented by the Fraternal Order of Police, Lodge 70, POLICE
16 SERGEANTS ASSOCIATION, AND POLICE LIEUTENANTS ASSOCIATION [AFSCME, Local 582
17 and AFSCME, Local 2563, a 3% increase in pay not to exceed the maximum for the grade]
18 THERE SHALL BE NO ADVANCES IN PAY UNDER THIS SUBSECTION IN FISCAL YEAR 2014.

19
20 **6-1-302. Annual leave.**

21
22 (d) **Accumulation of annual leave.** An employee may accumulate annual leave in
23 accordance with the following schedule:

24
25 (1) except as provided in subsection (d)(2), an employee may not carry over more
26 than 30 days of annual leave into a pay period calendar year; and

27
28 (2) non-represented employees, represented employees in the classification of Deputy
29 Sheriff II, and represented employees in classifications on the F, [or] P, ORR pay schedule may
30 not carry over more than 35 days of annual leave into a pay period calendar year.

31
32 **6-1-303. Disability leave.**

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34 (l) **Annual leave conversion into disability leave.** Annual leave accumulated by a non-
35 represented employee or an employee in the classification of Deputy Sheriff II, PARKRANGER,
36 Fire Battalion Chief, or Police Lieutenant, which exceeds the maximum carry over limit of 35
37 days per calendar year as provided by § 6-1-302(d)(2), will be converted to disability leave.

38
39 **6-1-310. Group life insurance.**

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41 (c) **Employees killed in the line of duty.** If an employee is killed in the line of duty, the
42 County shall pay an amount equal to the employee's annual pay to the beneficiary named on
43 the employee's life insurance and the costs of burial up to a maximum of \$10,000, except that
44 for an employee on the F or P pay schedule and employees in the classifications of Detention
45 Officer, Detention Corporal, Detention Sergeant, Detention Lieutenant, [and] Detention
46 Captain, AND DEPUTY SHERIFF II, the County shall pay the costs of burial up to a maximum of

1 \$15,000.
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3 SECTION 2. *And be it further enacted*, That any employee who on July 4, 2013 is
4 receiving a rate of pay which is above the maximum salary for the range of the employee's
5 grade, as established by this Ordinance, shall continue to receive that rate of pay,
6 notwithstanding that the rate of pay may exceed the maximum for the range. However, such
7 an employee is not eligible for any form of pay increase until the maximum for the range of
8 the employee's grade is increased so that it exceeds the employee's rate of pay.
9

10 SECTION 3. *And be it further enacted*, That classified employees in the positions of
11 Correctional Program Specialist I, Correctional Program Specialist II, Deputy Sheriff I, Park
12 Ranger, Battalion Chiefs, and classified employees represented by the AFSCME 2563,;
13 AFSCME 582,; Sheriff Sergeants Association, FOP Lodge 106,; and IAFF Local 1563 shall
14 receive an increase of 3% in their pay rates, not to exceed the maximum pay rate for the
15 grade, effective on the first full pay period beginning on or after January 1, 2014.
16

17 SECTION 4. *And be it further enacted*, That classified employees represented by
18 FODCOP and Detention Sergeant's Association shall receive an increase of 2% in their pay
19 rates, not to exceed the maximum pay rate for the grade, effective on the first full pay period
20 beginning on or after January 1, 2014.
21

22 SECTION 5. *And be it further enacted*, That classified employees in the classification of
23 Park Ranger, Detention Officer, and Detention Corporal who receive less than a 3% increase
24 in pay under § 6-1-207, because such an increase would exceed the maximum of the grade,
25 shall receive a lump sum payment of \$250 in addition to any increase received under § 6-1-
26 207.
27

28 SECTION 6. *And be it further enacted*, That classified employees represented by
29 FODCOP and Detention Sergeant's Association shall receive an increase of 1% in their pay
30 rates, not to exceed the maximum pay rate for the grade, effective on the first full pay period
31 beginning on or after April 1, 2014.
32

33 SECTION 7. *And be it further enacted*, That if an employee's pay rate is below the
34 minimum of the employee's pay schedule established under this Ordinance, the employee's
35 rate of pay will be increased to the minimum rate of pay of the employee's pay schedule
36 subject to the terms of any applicable memorandum of agreement.
37

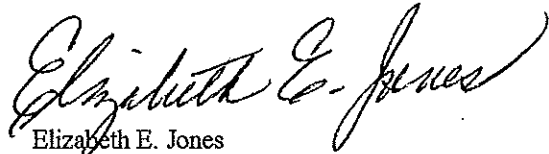
38 SECTION 8. *And be it further enacted*, That § 6-1-207 of this Ordinance shall apply
39 retroactively to the first full pay period on or after July 1, 2013;
40

41 SECTION 9. *And be it further enacted*, That this Ordinance shall take effect 45 days from
42 the date it becomes law.

AMENDMENT ADOPTED: July 1, 2013

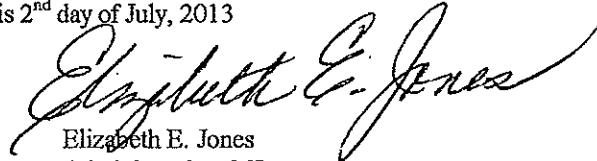
READ AND PASSED this 1st day of July, 2013

By Order:




Elizabeth E. Jones
Administrative Officer

PRESENTED to the County Executive for her approval this 2nd day of July, 2013



Elizabeth E. Jones
Administrative Officer

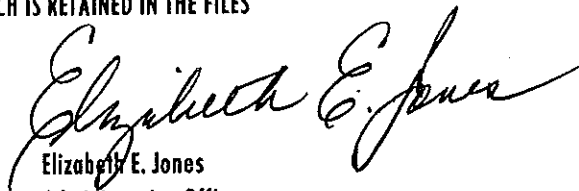
APPROVED AND ENACTED this 10th day of July, 2013



Laura Neuman
County Executive

EFFECTIVE DATE: August 24, 2013

I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF BILL NO.
58-13, THE ORIGINAL OF WHICH IS RETAINED IN THE FILES
OF THE COUNTY COUNCIL.



Elizabeth E. Jones
Administrative Officer