



Gregory J. Swain, County Attorney

MEMORANDUM

To: Members, Anne Arundel County Council

From: Lori L. Blair Klasmeier, Deputy County Attorney /s/

Via: Gregory J. Swain, County Attorney /s/

Date: March 7, 2022

Subject: Bill No. 28-22: Personnel – Positions in the Classified Service

Legislative Summary

This summary was prepared by the Anne Arundel County Office of Law for use by members of the Anne Arundel County Council during consideration of Bill No. 28-22.

Background. Subsection 6-1-201(d) of the County Code sets forth the titles, pay grades, minimum qualifications, and work week for each position in the classified service. As defined in § 6-1-201(b), a “B” work week means 40 hours; a “C” work week means hours as required; and a “D” work week means hours as scheduled.

Section 6-1-110(a) of the County Code provides that “the number and classification of positions, including the number of positions in each classification, in an office or department of County government that are approved as part of the annual budget and appropriation ordinance, shall not be changed during a fiscal year except as approved by ordinance of the County Council.” There are exceptions, which are not applicable here.

Purpose. The purpose of this Bill is to add the job classification of Correctional Records Clerk II to the classified service; modify the titles, pay, and minimum qualifications applicable to certain job classifications in the classified service; and increase and decrease certain positions in the Department of Detention Facilities in the classified service approved as part of the annual budget and appropriation ordinance.

Summary. Section 1 modifies § 6-2-101(d)(4) and (8) to: (1) modify the minimum qualifications for the job classification of Mechanical Technician II; (2) change the job classification of Correctional Records Clerk to Correctional Records Clerk I; (3) add the job

Note: This Legislative Summary provides a synopsis of the bill as introduced. It does not address subsequent amendments to the bill.

classification of Correctional Records Clerk II; (4) modify the pay grades and minimum qualifications for the job classifications of Fire Communications Operator I, Fire Communications Operator II, and Fire Communications Operator III; and (5) and modify the pay grades for the job classifications of Police Communications Operator I and Police Communications Operator II.

Section 2: (1) Decreases by 13 the Correctional Records Clerk positions approved for the Department of Detention Facilities in the annual budget and appropriation ordinance; and (2) adds 12 Correctional Records Clerk I positions and one Correctional Records Clerk II position to the positions approved for the Department of Detention Facilities in the annual budget and appropriation ordinance.

Section 3 of the bill provides that it will take effect 45 days from the date it becomes law.

If there are any questions, please let me know.

cc: Honorable Stuart Pittman, County Executive
Kai Boggess-deBruin, Chief of Staff
Matthew Power, Chief Administrative Officer
Peter Baron, Legislative Liaison
Luke Graves, Legislative Assistant
Anne Budowski, Personnel Officer
Chris Trumbauer, Budget Officer