



Gregory J. Swain, County Attorney

MEMORANDUM

To: Members, Anne Arundel County Council

From: Genevieve G. Marshall, Senior Assistant County Attorney /s/

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

Date: July 1, 2019

Subject: Bill No. 60-19: 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. 60-19, which adds and modifies titles, grades, and minimum qualifications for position classifications in the classified service.

Purpose. The purpose of this bill is to create four new position classifications in the classified service; reallocate pay grades for certain existing position classifications in the classified service; modify the minimum qualifications of certain position classifications in the classified service; and modifies the pay at hiring for certain Waste/Wastewater Systems Technicians.

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. Subsection 6-1-207(b) addresses pay at hiring and advancement through steps for represented employees.

One position, that of the Legislative IT Audit Manager, and the grade reallocations reflect what is contained in the 2020 budget. Three new titles, Senior Automotive Mechanic, Senior Facilities Maintenance Mechanic, and Senior Booking Officer, while not in the current budget, establish new classifications at the request of Departments for future consideration. Grade modifications are proposed at the request of the affected Departments, and changes to the minimum qualifications were drafted to align them with current industry norms.

Summary.

Section 1 of the bill modifies §6-1-201(d) to create the following new position

classifications in the classified service: (i) Legislative IT Audit Manager, LA3C, in Accounting, Auditing and Budgeting; (ii) Senior Automotive Mechanic, LM12B, in Facilities, Trades Equipment and Maintenance; (iii) Senior Facilities Maintenance Mechanic, LM12B, in Facilities, Trades Equipment and Maintenance; and (iv) Senior Booking Officer, OS9B, in Public Safety and Criminal Justice. There is one position of Legislative IT Audit Manager included in the FY20 budget for the Legislative Branch. There are no positions for the other proposed classifications currently included in the FY20 budget.

This bill also reallocates pay grades for position classifications in the classified service as follows: Assistant Facilities Administrator from NR18C to NR19C, and Facilities Maintenance Manager from NR16C to NR17C.

Minimum qualifications for the following position classifications in the classified service are proposed to align with current industry norms and to allow for the promotion and hiring of qualified employees: Technical Support Programs Administrator, Automotive Mechanic II and III, Equipment Operator I and III, Maintenance Worker II, Roads Maintenance Crew Leader, Senior Equipment Operator, Solid Waste Collection Inspector, Utilities Maintenance Crew Leader, Utilities Repair Crew Leader, Utilities Special Crew Leader, Utilities Support Worker I and II, Utility Systems Technician II and III, Vacuum Rodder Operator, Environmental Technician, Environmental Control Inspector, Storekeeper II, Police Communications Operator I and II, Traffic Analyst I and II, and Traffic Signal Technician.

The bill amends § 6-1-207(b)(1) to increase the pay at hiring for Waste/Wastewater Systems Technicians with a current permanent water or wastewater operator's license issued by the Maryland Department of the Environment.

Section 2 of the bill further states that the provisions of the bill shall apply to the first pay period beginning on or after July 1, 2019.

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
Jennifer Purcell, Chief of Staff
Benjamin Birge, Chief Administrative Officer
Peter Baron, Legislative Liaison
Kaley Schultze, Legislative Liaison
Sherri Dickerson, Personnel Officer
Jessica Leys, Acting Budget Officer