



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. 61-19: Personnel – Positions in the Exempt 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. 61-19, which adds positions to the exempt service.

Purpose. The purpose of this bill is to add the positions of Director of Communications and Policy, Deputy Chief Administrative Officer, Executive Program Manager, and Executive Budget and Management Analyst to the exempt service. The bill also assigns pay grades to the positions, and requires a Deputy Chief Administrative Officer and Director of Communications and Policy to file financial disclosure statements with the Ethics Commission.

Background. Positions in the County’s exempt service are enumerated in Subsection 802(a) of the Charter. Subsection 802(b) provides that, “[u]pon recommendation of the County Executive, the County Council may, by ordinance, establish additional positions in the exempt service.” Additional positions are established by and listed in § 6-2-103(a) of the Code.

The exempt pay and benefit plan is set forth in § 6-2-101 of the County Code. Each position in the exempt service is listed and assigned a pay grade. The pay schedules for the various pay grades are listed in § 6-2-101(b).

Section 7-6-101(a) of the County Code lists employees who are required to file financial disclosure statements with the Ethics Commission. The list includes elected officials, positions in the exempt services, positions in the classified service, and candidates for the offices of County Executive and County Council

Summary. Sections 1 and 2 of the bill modify §§ 6-2-101(a) and 6-2-103(a) of the County Code to create four new positions in the exempt service and to assign a pay grade to each

position: (i) Director of Communications and Policy, E7; (ii) Deputy Chief Administrative Officer, E7, ; (iii) Executive Program Manager, EX18, ; and (iv) Executive Budget and Management Analyst, EX17, . This bill also amends § 7-6-101(a) to require that a Director of Communications and Policy and a Deputy Chief Administrative Officer file financial disclosure statements with the Ethics Commission.

Section 2 of the bill 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 Steuart 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