



Legislation Text

File #: 21-0018, Version: 1

OHR/CSA Request Template

Date Submitted: 01-04-21

Requesting Agency: Office of Human Resources
Division:

Subject Matter Expert Name:

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Item Title & Description:

*(Do not delete the following instructions)
These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

A bill for an ordinance amending the classification and pay plan for employees in the Career Service and for certain employees not in the Career Service.

Amends the Classification and Pay Plan for multiple small impact changes, provisionally approved by the Office of Human Resources Executive Director for the period of July 2020 through December 2020. The Committee approved filing this item at its meeting on 1-12-21.

Affected Council District(s) or citywide? Citywide

Executive Summary with Rationale and Impact:

*Detailed description of the item and why we are doing it. This can be a separate attachment.
See attached bill request for full details.*

Per the adopted process change for streamlining implementation of small impact classification changes to the classification and pay plan (DRMC, CSR April 20, 2018), the Office of Human Resources is required to submit a bill resolution to City Council with a report of any classification changes provisionally approved by the OHR Executive Director twice per year.

Attached please find the classification notices for the small impact changes provisionally approved by the OHR

Executive Director for the period of July 2020 through December 2020.

For this timeframe, there are 6 on 12/31/20 small impact classification changes provisionally approved by the OHR Executive Director for submission to City Council for approval:

- Classification Notice 1656 - HR ADA Administrator
- Classification Notice 1657 - HR Leave Administration Coordinator and HR Leave Technician
- Classification Notice 1660 - Zoning Inspection Specialist
- Classification Notice 1661 - Business License Inspector I & II
- Classification Notice 1662 - Fleet Parts Specialists
- Classification Notice 1663 - Chief Information Officer

The next submission will be in July 2021 for small-impact changes provisionally approved by the OHR Executive Director for the period of January 2021 through June 2021.

Type (choose one: Classification; Pay; Benefits; Rule Change; Other):

Fiscal Impact:

Contract Amount (if applicable):

Draft Bill Attached?