



Legislation Text

File #: 19-1315, Version: 1

OHR/CSA Request Template

Date Submitted: 11-22-19

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 by abolishing certain classifications that are vacant, have been replaced or are no longer needed by the department or agency. The Committee approved filing this bill by consent on 12-3-19.

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.
The proposed change amends the Classification and Pay Plan by abolishing various classifications from the city's classification structure.

Every year the Class/Comp team reviews classifications not being utilized for potential abolishment from the city's classification structure.

Class/Comp partners with HRTI to develop the list of classifications that meet the following criteria:

- 1.) The class was created before the start of Workday (1/1/17)

2.) The class is not currently in use by any agency (0 incumbents)

Available reporting tools do not offer insight into how long the class has been vacant, therefore these unused classifications were vetted by the Class/Comp team with the appropriate stakeholders at each agency to confirm that agencies don't intend to use them in the future.

As a result, Class/Comp is proposing to abolish 39 classifications through our annual review/cleanup of non-utilized classifications.

CLASSIFICATION ABOLISHMENT(S)

Job Code	Compensation Grade	Job Title
CO2728	O-826	Associate Director Physician Services
CE0374	E-813	Aviation Electrical-Electronic Support Engineer
CJ2593	J-622	Biomedical Equipment Technician Senior
CJ2496	J-615	Central Supply Supervisor
CJ2497	J-610	Central Supply Technician
CJ2495	J-607	Central Supply Technician Lead
CO0564	O-812	Clinical Nurse Specialist
DA1193	X-000	Consumer Fraud Specialist
CJ2505	J-607	Cook
CI2865	I-625	IT Data Architect Staff
CI2815	I-623	IT Database Administrator Staff
CI2415	I-813	IT ERP Applications Administrator I
CI2326	I-623	IT ERP Developer Staff
CI2329	I-623	IT ERP Systems Analyst Staff
CL0354	L-625	Legal Research Appellate Assistant
CV2150	V-615	Loan and Grant Processor
CO2683	O-621	Mammography Technologist
CO0590	O-813	Nurse Practitioner
CO0592	O-811	Nursing Administrator
CO0594	O-815	Nursing Operations Manager
DC1162	X-000	Office Administrator
CO0602	O-809	Physical Therapist
CO2719	O-821	Physician
CO2720	O-823	Physician Advanced
CO2722	O-823	Physician Technical
CO2724	O-825	Physician Technical Advanced
DA1197	X-000	Pre-Trial Investigator
CO0606	O-811	Psychologist
CO0608	O-813	Psychologist Supervisor
CV2009	V-613	Real Property Appraiser Technician
CO2678	O-616	Respiratory Therapist Senior
DA1201	X-000	Subpoena Server
DX2391	X-000	Technology Coordinator
CA2695	A-807	Therapist Licensed Masters Level
CA2688	A-807	Therapist Masters Level
DC1170	X-000	Trial Support Services Clerk
CN2087	N-617	Vector Control Inspector

DC1172 X-000 Volunteer Coordinator
CJ2622 J-606 Washing Machine Operator

Per Career Service Rule 7-37 A - "If it is determined that changes to the Classification & Pay Plan are necessary, the effective date of any resulting changes to the Classification & Pay Plan shall be the beginning of the first work week following approval by the mayor or by the City Council over the mayor's veto. Provisional classifications resulting from changes to the Classification & Pay Plan may be used upon approval by the OHR Executive Director or Board but use for longer than six months is contingent upon City Council approval."

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

Fiscal Impact:

Contract Amount (if applicable):

Draft Bill Attached?