



Legislation Text

File #: 19-0741, Version: 1

**OHR/CSA Request Template**

**Date Submitted:** 7-19-19

**Requesting Agency:** Office of Human Resources  
**Division:**

**Subject Matter Expert Name:** Alena Duran and Blair Malloy  
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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 changing the title and pay grades of various associated labor and equipment operator classifications. The Committee approved filing this bill by consent on 7-30-19.

**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 changing the title and pay grades of various associated labor and equipment operator classifications.

OHR has convened a group of citywide leaders who manage the hundreds of labor and equipment operator positions across the city in a variety of diverse field work settings and assignments. This group has expressed concerns and difficulties with these classifications, which are CDL driving and labor positions who are having a challenging time attracting and retaining employees. This group feels strongly based on conversations with existing and potential employees that pay is a contributing factor to these challenges, of which market data confirms.

As a result, the Office of Human Resources (OHR) Classification and Compensation Division conducted a compensation market study of the Equipment Operator series. This series consists

of eight (8) classifications. Other classifications were included due to established pay relationships.

OHR analyzed turnover data and exit interviews for 2018 and the data strongly supported this proposal. Turnover data was extremely high for both the Utility Worker Senior and the Equipment Operator. Turnover data was 28.09% for Utility Worker Senior with only 5.62% being involuntary and 22.47% being voluntary. The total turnover for Equipment Operator was 35.26% with 4.96% being involuntary and 30.30% was voluntary. Exit interview data stated pay as being a huge factor in why employees left the city.

Based on a combination of the market lag, 2018 turnover data, the low perception of pay on exit interviews, and managers expressing difficulty recruiting and retaining employees, are all reasons prompting us to propose these recommendations.

It is also recommended to change various titles to align better with market naming and to define this series better. The Equipment Operator classification series is recommended to change titles to Equipment Operator I through IV. The Semi Tractor Trailer Operator classification is recommended to change the title to Tractor Trailer Operator. The Crew Supervisor is recommended for a title change to Crew Lead to describe the work being performed accurately. There was confusion amongst agencies on whether the classification was a lead or a supervisor. It was found that only 11 of the 54 are supervising subordinate staff, and the other positions are used as a lead worker. Because of this, the classification specification was revised to describe permanently-assigned lead duties, allowing for supervision by position. The Closed Circuit Television Technician I through III was changed to Wastewater Video Inspector I through III to be consistent with industry standards.

**TITLE & PAY GRADE CHANGES**

Job Code	Current Class Title	Proposed Class Title	Current Pay Grade & Range	Proposed Pay Grade & Range
CJ2083	Utility Worker	Utility Worker I	J-610 (\$15.50-\$19.07-\$22.63)	J-612 (\$16.95-\$20.85-\$24.75)
LJ2085	Utility Worker	Utility Worker I	J-610 (\$15.50-\$19.07-\$22.63)	J-612 (\$16.95-\$20.85-\$24.75)
CJ2041	Utility Worker Senior	Utility Worker II	J-612 (\$16.95-\$20.85-\$24.75)	J-614 (\$18.53-\$22.79-\$27.05)
LJ2042	Utility Worker Senior	Utility Worker II	J-612 (\$16.95-\$20.85-\$24.75)	J-614 (\$18.53-\$22.79-\$27.05)
CJ1904	Equipment Operator	Equipment Operator I	J-613 (\$17.72-\$21.80-\$25.87)	J-615 (\$19.37-\$23.83-\$28.28)
CJ1905	Equipment Operator Specialist	Equipment Operator II	J-614 (\$18.53-\$22.79-\$27.05)	J-616 (\$20.25-\$24.91-\$29.57)
CJ1931	Equipment Operator Heavy	Equipment Operator III	J-616 (\$20.25-\$24.91-\$29.57)	J-618 (\$22.13-\$27.22-\$32.31)
CJ1996	Equipment Operator Power Shovel	Equipment Operator IV	J-617 (\$21.17-\$26.04-\$30.91)	J-619 (\$23.14-\$28.46-\$33.78)
CJ2960	Semi Tractor Trailer Operator	Tractor Trailer Operator	J-616 (\$20.25-\$24.91-\$29.57)	J-618 (\$22.13-\$27.22-\$32.31)
CJ1869	Crew Supervisor	Crew Lead	J-620 (\$24.19-\$29.76-\$35.32)	J-621 (\$25.29-\$31.11-\$36.92)
CJ2068	Closed Circuit Television Technician I	Wastewater Video Inspector I	J-612 (\$16.95-\$20.85-\$24.75)	J-614 (\$18.53-\$22.79-\$27.05)
CJ2038	Closed Circuit Television Technician II	Wastewater Video Inspector II	J-614 (\$18.53-\$22.79-\$27.05)	J-616 (\$20.25-\$24.91-\$29.57)
CJ2073	Closed Circuit Television Technician III	Wastewater Video Inspector III	J-618 (\$22.13-\$27.22-\$32.31)	J-620 (\$24.19-\$29.76-\$35.32)

**PAY GRADE CHANGES ONLY**

Job Code	Classification Title	Current Pay Grade & Range	Proposed Pay Grade & Range
CJ1813	Asphalt Plant Operator	J-616 (\$20.25-\$24.91-\$29.57)	J-618 (\$22.13-\$27.22-\$32.31)
CJ2923	Aviation Snow Removal Operator	J-615 (\$19.37-\$23.83-\$28.28)	J-617 (\$21.17-\$26.04-\$30.91)
CJ2808	Building and Grounds Supervisor	J-615 (\$19.37-\$23.83-\$28.28)	J-617 (\$21.17-\$26.04-\$30.91)
CJ1933	Horticultural Worker	J-612 (\$16.95-\$20.85-\$24.75)	J-614 (\$18.53-\$22.79-\$27.05)
CJ1983	Park Horticulturist	J-613 (\$17.72-\$21.80-\$25.87)	J-615 (\$19.37-\$23.83-\$28.28)
CJ1985	Parking Meter Collector	J-610 (\$15.50-\$19.07-\$22.63)	J-612 (\$16.95-\$20.85-\$24.75)
CJ2863	Traffic Operations Technician I	J-613 (\$17.72-\$21.80-\$25.87)	J-615 (\$19.37-\$23.83-\$28.28)
CJ2864	Traffic Operations Technician II	J-615 (\$19.37-\$23.83-\$28.28)	J-617 (\$21.17-\$26.04-\$30.91)

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?**