



Legislation Details (With Text)

File #: 54108 **Version:** 1 **Name:** Recreating a Program Assistant 2 (CG17, R12, pos. #1054) to an Administrative Assistant (CG17, R14) and reallocating the incumbent, M. Hatfield, to the new position in the Parking Utility Division.

Type: Resolution **Status:** Passed

File created: 12/12/2018 **In control:** Human Resources Department

On agenda: 2/5/2019 **Final action:** 2/5/2019

Enactment date: 2/8/2019 **Enactment #:** RES-19-00078

Title: Recreating a Program Assistant 2 (CG17, R12, pos. #1054) to an Administrative Assistant (CG17, R14) and reallocating the incumbent, M. Hatfield, to the new position in the Parking Utility Division.

Sponsors: Paul R. Soglin

Indexes:

Code sections:

Attachments: 1. PB Memo Program Assistant 2 10-2018.pdf, 2. Hatfield Appeal memo.signed.10.2018.pdf, 3. Hatfield Appeal Response.pdf

Date	Ver.	Action By	Action	Result
2/5/2019	1	COMMON COUNCIL	Adopt	Pass
1/14/2019	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
1/9/2019	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
1/8/2019	1	FINANCE COMMITTEE	Referred	
1/8/2019	1	COMMON COUNCIL	Refer	Pass
12/12/2018	1	Human Resources Department	Referred for Introduction	

Fiscal Note

The annualized cost of the proposed reclassification is \$3,900 (including benefits). The impact on the 2019 budget is approximately \$3,500. Costs associated with the reclassification will be absorbed within the agency's 2019 budget.

Title

Recreating a Program Assistant 2 (CG17, R12, pos. #1054) to an Administrative Assistant (CG17, R14) and reallocating the incumbent, M. Hatfield, to the new position in the Parking Utility Division.

Body

Resolution that the 1.0 FTE position #1054 of Program Assistant 2 is deleted and recreated as a 1.0 FTE Administrative Assistant in the permanent salary detail of the Parking Utility Division budget, and the incumbent, M. Hatfield, is reallocated to the new position, thereof.