



Legislation Details (With Text)

File #: 61303 **Version:** 1 **Name:** Recreate #4579 from a Program Assistant 1 (CG20, R11) to an Administrative Assistant (CG20, R14) in the Finance Department operating budget and reallocate the incumbent (M. Lloyd) to the new position.

Type: Resolution **Status:** Passed

File created: 7/8/2020 **In control:** Human Resources Department

On agenda: 8/4/2020 **Final action:** 8/4/2020

Enactment date: 8/7/2020 **Enactment #:** RES-20-00554

Title: Recreate #4579 from a Program Assistant 1 (CG20, R11) to an Administrative Assistant (CG20, R14) in the Finance Department operating budget and reallocate the incumbent (M. Lloyd) to the new position.

Sponsors: Satya V. Rhodes-Conway

Indexes:

Code sections:

Attachments: 1. PB Memo Administrative Assistant 6-2020.pdf

Date	Ver.	Action By	Action	Result
8/4/2020	1	COMMON COUNCIL	Adopt	Pass
7/27/2020	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
7/22/2020	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
7/21/2020	1	FINANCE COMMITTEE	Refer	
7/21/2020	1	COMMON COUNCIL	Refer	Pass
7/8/2020	1	Human Resources Department	Referred for Introduction	

Fiscal Note

The annualized cost of the proposed reclassification is \$3,785 (including benefits). The impact on the 2020 budget is approximately \$1,500. Costs associated with the reclassification will be absorbed within the Finance Department's 2020 budget through salary savings.

Title

Recreate #4579 from a Program Assistant 1 (CG20, R11) to an Administrative Assistant (CG20, R14) in the Finance Department operating budget and reallocate the incumbent (M. Lloyd) to the new position.

Body

Resolution that position #4579, currently identified as a Program Assistant 1 (CG20, R11), is deleted and recreated as an Administrative Assistant (CG20, R14) in the Finance Department budget, and the incumbent, M. Lloyd, is reallocated to the new position, thereof.