



Legislation Details (With Text)

File #: 59078 **Version:** 1 **Name:** Accreting CG17 employees into CG20, 18, and 44, where appropriate, creating new classifications in CG20 to accommodate the movement of employees, creating a new classification of Administrative Supervisor in CG18, R03, and Transit Administrative Superviso

Type: Resolution **Status:** Passed

File created: 1/13/2020 **In control:** Human Resources Department

On agenda: 2/4/2020 **Final action:** 2/4/2020

Enactment date: 2/7/2020 **Enactment #:** RES-20-00099

Title: Accreting CG17 employees into CG20, 18, and 44, where appropriate, creating new classifications in CG20 to accommodate the movement of employees, creating a new classification of Administrative Supervisor in CG18, R03, and Transit Administrative Supervisor in CG44, R03, recreating the various positions in their new CG and Range, and reallocating the incumbents to the new positions.

Sponsors: Satya V. Rhodes-Conway

Indexes:

Code sections:

Attachments: 1. PB Memo CG17 1-2020.pdf, 2. CG17 Changes Resolution Attachment.pdf

Date	Ver.	Action By	Action	Result
2/4/2020	1	COMMON COUNCIL	Adopt	Pass
1/27/2020	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
1/22/2020	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
1/21/2020	1	FINANCE COMMITTEE	Referred	
1/21/2020	1	COMMON COUNCIL	Refer	Pass
1/13/2020	1	Human Resources Department	Referred for Introduction	

At the time of developing the 2020 operating budget, the anticipated cost of converting these positions was \$30,000. Costs associated with this change are included in agency’s personnel budgets for 2020. Accreting CG17 employees into CG20, 18, and 44, where appropriate, creating new classifications in CG20 to accommodate the movement of employees, creating a new classification of Administrative Supervisor in CG18, R03, and Transit Administrative Supervisor in CG44, R03, recreating the various positions in their new CG and Range, and reallocating the incumbents to the new positions. Resolution deleting the following classifications in CG17: Clerk 1, Clerk Typist 1, Clerk 2, Clerk Typist 2, Document Services Specialist 1, Legal Office Assistant, Administrative Clerk 1, Document Services Specialist 2, Secretary 1, Legal Secretary 1, Account Clerk 3, Administrative Clerk 2, Program Assistant 1, Secretary 2, Administrative Secretary 2, Legal Secretary 2, Program Assistant 2, Document Services Leadworker, Program Assistant 3, Legal Secretary 3, Ordinance Revisions Specialist, Personnel Technician 1, Legislative Management System Specialist, Personnel Technician 2, Planning Technician.

Be it further resolved that the following new classifications are created in CG20: Mayoral Office Clerk in R10; Document Services Specialist 1 and 2 in R07 and 10, respectively; and Legislative Management System Specialist in R16.

Be it further resolved that a new classification of Administrative Supervisor is created in CG18, R03, and a new classification of Transit Administrative Supervisor is created in CG44, R03.

Be it further resolved that position changes are enacted in accordance with the attached spreadsheet, with the incumbents reallocated to the new positions in their respective agency operating budgets, thereof.