Legislation Details (With Text)

File #:	75509	**Version:**	1	**Name:**	Recreate position #882 of Judicial Support Clerk 3 as an Administrative Assistant - Local 60 in CG 20, Range 14 and reallocate the employee, C. Zamber, to the new position.
Type:	Resolution			**Status:**	Passed
File created:	1/10/2023			**In control:**	Human Resources Department
On agenda:	2/7/2023			**Final action:**	2/7/2023
Enactment date:	2/10/2023			**Enactment #:**	RES-23-00112

Title: Recreate position #882 of Judicial Support Clerk 3 as an Administrative Assistant - Local 60 in CG 20, Range 14 and reallocate the employee, C. Zamber, to the new position.

Sponsors: Satya V. Rhodes-Conway

Indexes:

Code sections:

Attachments: 1. PB Memo - Judicial Support Clerk Series.pdf, 2. JSC3 PD - Zamber.pdf

Date	Ver.	Action By	Action	Result
2/7/2023	1	COMMON COUNCIL	Adopt	Pass
1/30/2023	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
1/26/2023	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
1/17/2023	1	FINANCE COMMITTEE	Referred	
1/17/2023	1	COMMON COUNCIL	Refer	Pass
1/10/2023	1	Human Resources Department	Referred for Introduction	

Fiscal Note

The proposed resolution recreates a Judicial Support Clerk 3 position as an Administrative Assistant position and reallocates the incumbent to the new position effective October 30, 2022. The estimated cost in 2023 is $2,100, including back pay.

As a small agency, the Municipal Court does not routinely experience staff turnover. Historically, the Court has not been able to meet their salary savings target due to the lack of turnover but usually can cover the deficit with savings in other expense categories. It is unlikely the Court will be able to absorb the cost of this reclass within their existing salaries budget. City expenses are monitored throughout the year and if necessary, a budget amendment may be offered through the year-end appropriation. No appropriation is required at his time.

Title

Recreate position #882 of Judicial Support Clerk 3 as an Administrative Assistant - Local 60 in CG 20, Range 14 and reallocate the employee, C. Zamber, to the new position.

Body

Resolution to delete position #882 of Judicial Support Clerk 3 in CG 20, Range 13 and recreate the position as an Administrative Assistant - Local 60 in CG 20, Range 14; and reallocate the employee (C. Zamber) to the new position in the Municipal Court operating budget, thereof.