

17. AMENDMENTS TO THE CLASSIFICATION AND PAY PLAN

As you recall, adoption of your FY 2012 annual budget anticipated several changes in the adopted Pay and Classification Plan. As a housekeeping measure, I am attaching copies of the changes and asking you to formally adopt them. Included are:

- a. Creation of a new position, Information Systems Coordinator. The job description is attached. In addition to providing daily support to a stressed IT department, this position will assume responsibility for GIS and website maintenance, both of which are presently outsourced. This should improve department responsiveness and efficiency and generate long-term cost savings. The position is a grade 28 with a salary range of \$39,993 to \$61,988. Mrs. Wright will be reassigned to this position effective July 1 with a beginning salary of \$44,879;
- b. Reclassification of Mrs. Plyler's position, Information Technology Manager, from grade 33 to grade 34. The job description is attached. The salary range moves from \$53,594 - \$83,071 to \$56,274 - \$87,225. Mrs. Plyler's annual salary, effective July 1 will be \$64,012. The reclassification is based upon additional supervisory responsibilities;
- c. Reclassification of Mrs. Anderson's position, Fiscal Technician, from grade 18 to grade 22. The job description is attached. The salary range moves from \$25,780 - \$39,959 to \$31,336 - \$48,570. Mrs. Anderson's annual salary, effective July 1 will be \$31,336. The reclassification is based upon increased responsibilities which are underlined on the job description.
- d. Reclassification of Mrs. Wright's present position, Administrative Assistant, from grade 22 to grade 18. The job description is attached. The salary range moves from \$31,336 - \$48,570 to \$25,780 - \$39,959. The position has been advertised at a starting salary of \$25,780. The reclassification is based upon removal of certain typical tasks, some of which were reassigned to the Fiscal Technician position.

MOTION REQUIRED:

A motion is required to amend the classification and pay plan as outlined herein above.