




Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

Jim Gray
Mayor

Sally Hamilton
Chief Administrative Officer

MEMORANDUM

TO: Jim Gray, Mayor
Sally Hamilton, Chief Administrative Officer
Council Members

FROM: 
John Maxwell, Director
Division of Human Resources

DATE: January 29, 2016

SUBJECT: Abolish/Create - Division of Aging and Disability Services

Request:

The attached action is requesting authorization to abolish one (1) vacant classified position of Program Specialist (Grade 513N) and create one (1) vacant classified position of Recreation Assistant (Grade 510N). In addition, the attached action is also requesting authorization to create two (2) vacant unclassified Van Drivers P/T (Grade 505N) all in the Division of Aging and Disability Services, effective upon passage of Council.

Why are you requesting:

Upon the request of the division and in accordance with the Code of Ordinances, the Division of Human Resources conducted classification studies according to standard procedures using the Job Analysis Questionnaire and position audit. The positions were analyzed by staff using the whole job rank and factor comparison methods. As a result, a recommendation for their requested positions is described in this action.

The request for these positions was approved in the FY 2016 budget process.

What is the cost in the budget year and future budget year?

The fiscal impact for FY 2016 (26 pay periods) will be budget neutral. All funding for the new positions is included in the FY 2016 approved budget.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Program Specialist	(\$37,493.66)	\$0	(\$37,493.66)
Recreation Assistant	\$0	\$32,390.59	\$32,390.59
Total Annual Impact/ Salary and Benefits (\$6,371.23)			

File Number: 86-16

Director/Commissioner: John Maxwell/Sally Hamilton