

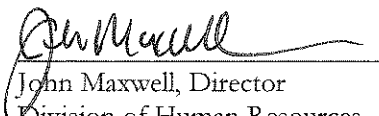
Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

Jim Gray
Mayor

Sally Hamilton
Chief Administrative Officer

M E M O R A N D U M

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

FROM: 
John Maxwell, Director
Division of Human Resources

DATE: August 11, 2015

SUBJECT: Create position – Public Information Officer, Department of Public Safety

Request:

The attached action is requesting authorization to create one (1) classified position of Public Information Officer (Grade 523E) in the Department of Public Safety that was funded and approved in the FY 2016 budget, effective upon passage by Council.

Why are you requesting?

Upon the request of the division, and in accordance with Section 21-2 (d) of the Code of Ordinances, the Division of Human Resources conducted a classification study on the requested position. The study was conducted according to standard procedures using the Job Analysis Questionnaire (JAQ) and position audit. The position was analyzed by staff using the whole job rank and factor comparison methods. As a result, a recommendation for their requested position is described in this action.

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

To illustrate, this has a 12-month future impact of a cost of \$81,346.00.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Public Information Officer	\$0	\$61,074.00	\$61,074.00
Total Annual Impact/ Salary and Benefits \$81,346.00			

If you have questions or need additional information, please contact Alisha Lyle at 258-3957.

File Number:
1015-15

Director/Commissioner:
John Maxwell/Sally Hamilton

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