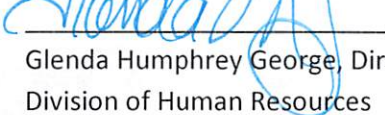




M E M O R A N D U M

TO: Linda Gorton, Mayor
Sally Hamilton, Chief Administrative Officer
Council Members

FROM: 
Glenda Humphrey George, Director
Division of Human Resources

DATE: August 12, 2024

RE: Amendment to Authorized Strength

The attached action amends the classified civil service, unclassified civil service and sworn authorized strengths as follows:

- In the classified civil service authorized strength:
 - Create one (1) classified civil service position of Intelligence Specialist (Grade 515N) in the Division of Police;
 - Create three (3) classified civil service positions of Heavy Equipment Technician Principal (Grade 523N) in the Division of Fire and Emergency Services;
 - Create one (1) classified civil service position of Heavy Equipment Technician Sr. (Grade 521N) in the Division of Fire and Emergency Services;
 - Create one (1) classified civil service position of Community Engagement Coordinator (Grade 516N) in the Department of Social Services;
 - Create one (1) classified civil service position of Social Services Worker (Grade 516E) in the Division of Community & Resident Services;
 - Create one (1) classified civil service position of Eligibility Counselor (Grade 514N) in the Division of Community & Resident Services;
 - Create one (1) classified civil service position of Deputy Director Planning (Grade 531E) in the Division of Planning;
 - Create one (1) classified civil service position of Planning Manager (Grade 527E) in the Division of Planning;
 - Create one (1) classified civil service position of Planner Principal (Grade 524E) in the Division of Planning;
 - Create one (1) classified civil service position of Planner Sr. (Grade 523N) in the Division of Planning;



- Abolish one (1) classified civil service position of Clinical Services Manager (Grade 524E) in the Division of Youth Services;
 - Abolish one (1) classified civil service position of Program Administrator (Grade 524E) in the Division of Youth Services;
 - Abolish one (1) classified civil service position of Certified Social Worker (Grade 520E) in the Division of Youth Services;
 - Abolish one (1) classified civil service position of Social Worker Sr. (Grade 518E) in the Division of Youth Services and;
 - Abolish one (1) classified civil service position of Staff Assistant (Grade 509N) in the Division of Youth Services.
 - All effective retroactive to July 1, 2024.
- In the classified civil service authorized strength:
 - Reallocate one (1) classified civil service position of Community Engagement Coordinator from Grade 514E to 516N, including the incumbent, in the Department of Social Services, effective the first pay period following passage of council.
- In the unclassified civil service authorized strength:
 - Create one (1) unclassified civil service position of Administrative Specialist (Grade 516N) in the Office of the Mayor;
 - Abolish one (1) unclassified civil service position of ARPA Project Manager (Grade 528N) in the Office of the Chief Administrative Officer;
 - Abolish one (1) unclassified civil service position of Licensed Clinical Social Worker P/T (Grade 522E) in the Division of Family Services and;
 - Abolish one (1) unclassified civil service position of Licensed Clinical Social Worker (Grade 522E) in the Division of Youth Services.
 - All effective retroactive to July 1, 2024.
- In the sworn authorized strength:
 - Create two (2) sworn positions of Police Lieutenant (Grade 317E) in the Division of Police, effective upon passage of council.

The fiscal impact for FY 2025 (26 pay periods) positions will be budget-neutral. All funding for the new positions are included in the FY 2025 approved budget.

The fiscal impact for the two lieutenant positions is (\$359,706.79) and will be covered by the vacancies within the division.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Police Lieutenant	\$0	\$113,464.00	\$113,464.00
Police Lieutenant	\$0	\$113,464.00	\$113,464.00



**Total Annual Impact/
Salary and Benefits
(\$359,706.79)**

File Number:

Director/Commissioner: Glenda Humphrey George/Sally Hamilton

If you have questions or need additional information, please contact Alana Morton 859-258-3037.

