

COUNTY COUNCIL
OF
HARFORD COUNTY, MARYLAND

BILL NO. 19-010

Introduced by Council President Vincenti at the request of the County Executive

Legislative Day No. 19-013 Date May 7, 2019

AN EMERGENCY ACT to repeal the Harford County Pay Plan and Classification Plan, Harford County Ordinance No. 18-007, and to enact a new Harford County Pay Plan and Classification Plan to stand in lieu of the Ordinance repealed; to provide a pay plan for County employees; to further provide for new position plans and salary grades for County classified and exempt employees; all in accordance with Section 603 of the Charter; and to provide that this act shall not be codified in the Harford County Code.

By the Council, May 7, 2019

Introduced, read first time, ordered posted and public hearing scheduled

on: June 4, 2019

at: 6:30 PM

By Order: *Mylia A. Dixon*, Council Administrator

PUBLIC HEARING

Having been posted and notice of time and place of hearing and title of Bill having been published according to the Charter, a public hearing was held on _____, and concluded on _____.

_____, Council Administrator

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW. [Brackets] indicate matter deleted from existing law. Underlining indicates language added to Bill by amendment. Language lined through indicates matter stricken out of Bill by amendment.

1 Section 1. Be It Enacted By The County Council of Harford County, Maryland, that Harford
2 County Ordinance No. [17-009] 18-007, Harford County Pay Plan and Classification Plan, is
3 hereby repealed and that new Harford County Pay Plan and Classification Plan be, and it is
4 hereby, enacted to stand in lieu of the repealed Ordinance, all to read as follows:

Harford County Classification Plan

<u>Classification</u>	<u>Grade</u>
Accountant I	PT1
Accountant II	PT3
Accountant III	PT5
Accountant IV	MG1
Accounting Clerk I	CA4
Accounting Clerk II	CA5
Accounting Technician I	CA6
Accounting Technician II	PT1
Accounts Payable Supervisor	PT4
Administrative Assistant I	CA5
Administrative Assistant II	CA6
Administrative Budget Technician I	PT1
Administrative Budget Technician II	PT3
[Administrative Secretary I	CA6]
[Administrative Secretary II	PT1]
Administrative Secretary [III]	PT3
Administrative Specialist I	PT1
Administrative Specialist II	PT2
ADMINISTRATIVE SPECIALIST III	PT3
Administrator	MG1

1	Asset Manager	PT5
2	Assistant Council Administrator	MG1
3	Assistant Council Attorney [I]	PT4
4	Assistant County Attorney I	PT4
5	Assistant County Attorney II	MG1
6	[Assistant Senior Center Manager	PT3]
7	Assistant Storekeeper	CA3
8	Assistant Superintendent	PT5
9	Assistant Supervisor of Custodial Workers	CA6
10	Assistant Supervisor of Revenue Collections	PT2
11	Auditor I (Staff Auditor)	PT1
12	Auditor II (Senior Staff Auditor)	PT3
13	Auditor III (Managing Auditor)	PT5
14	Auditor IV (Senior Managing Auditor)	MG1
15	Broadcast Technician	CA5
16	Budget Analyst	PT2
17	Building Caretaker	CA2
18	Building Inspections Supervisor	PT5
19	[Bus Driver	CA3]
20	Central Services Operator	CA3
21	Central Services Specialist	CA5
22	Central Stores Coordinator	CA5
23	Central Stores Manager	PT1
24	Chauffeur-Laborer	CA3
25	Chief Construction Inspector	PT5
26	Chief of Staff	CB1

1	Chief Vertical Inspector	PT5
2	Chief, Budget & Management Research	MG3
3	Chief, Bureau of Construction Management	MG1
4	Chief, Citizen Affairs & Agricultural Services	MG1
5	Chief, Efficiency and Innovation	MG1
6	Chief, Engineering Division	MG2
7	Chief, Facilities & Operations Division	[MG2]MG3
8	Chief, Highways Division	MG2
9	Chief, Inspections, Licenses & Permits	MG1
10	Chief, Parks & Recreation	MG2
11	[Chief, Solid Waste Management Division	MG2]
12	Chief, Treasury Bureau	MG2
13	Chief, Water & Sewer	MG2
14	Civil Engineer I	PT2
15	Civil Engineer II	PT3
16	Civil Engineer III	PT5
17	Civil Engineer IV	MG1
18	[Clerical Assistant I	CA1]
19	[Clerical Assistant II	CA2]
20	Clerk Typist	CA3
21	Client Advocacy Services Assistant Manager	PT4
22	Client Advocacy Services Manager	PT5
23	Client Advocacy Services Specialist	PT3
24	[Commercial Inspector	PT3]
25	Communications Specialist I	CA3
26	Communications Specialist II	CA5

1	Community Resources Coordinator	PT2
2	COMPUTER ENGINEER	PT1
3	Computer Operator	CA5
4	[Computer Systems Engineer I	PT1]
5	Computer Systems Engineer [II]	PT2
6	[Computer Systems Engineer III	PT3]
7	[Computer Systems Engineer IV	PT5]
8	Coordinator for Disabilities	PT2
9	Council Administrator	MG3
10	Council Attorney	MG4
11	County Attorney	CB2
12	County Auditor	MG3
13	Crew Chief	PT2
14	Crew Leader I	CA5
15	Crew Leader II	CA6
16	Custodial Worker I	LB2
17	Custodial Worker II	CA2
18	CUSTODIAN OF RECORDS	PT2
19	Customer Support Analyst I	CA5
20	Customer Support Analyst II	CA6
21	Database Administrator	PT4
22	Deputy Chief of Staff	MG1
23	Deputy County Attorney	MG3
24	Deputy Director of Community & Economic Development	MG3
25	Deputy Director of Community Services	MG3
26	Deputy Director of Emergency Services	MG3

1	Deputy Director of Governmental & Community Relations	MG3
2	Deputy Director of Human Resources	MG3
3	Deputy Director of Information & Communication Technology	MG3
4	Deputy Director of Inspections, Licenses & Permits	MG3
5	Deputy Director of Parks & Recreation	MG3
6	Deputy Director of Planning & Zoning	MG3
7	Deputy Director of Procurement	MG3
8	Deputy Director of Public Works	MG3
9	Deputy Treasurer	MG3
10	Director of Administration	CB2
11	Director of Community & Economic Development	CB1
12	Director of Community Services	CB1
13	Director of Emergency Services	CB1
14	Director of Governmental & Community Relations	CB1
15	Director of Human Resources	CB1
16	Director of Information & Communications Technology	CB1
17	Director of Inspections, Licenses & Permits	CB1
18	Director of Parks & Recreation	CB1
19	Director of Planning & Zoning	CB1
20	Director of Procurement	CB1
21	Director of Public Works	CB2
22	Drafting Technician I	CA3
23	Drafting Technician II	CA5
24	Drafting Technician Trainee	CA1
25	Economic Development Associate	PT2
26	Electrician, Water & Sewer Operations	PT2

1	Electronic Services Technician I	PT1
2	Electronic Services Technician II	PT2
3	EMS SUPERVISOR	PT2
4	EMT	CA6
5	Engineering Associate I	CA5
6	Engineering Associate II	CA6
7	Engineering Associate III	PT2
8	Engineering Associate IV	PT3
9	Engineering Associate V	PT4
10	Engineering Records Technician	PT1
11	Environmental Chemist I	PT2
12	Environmental Chemist II	PT4
13	Equipment Operator	CA5
14	Equipment Operator Trainee	CA4
15	Equipment Repair Specialist	CA6
16	Executive Director, HCN	MG1
17	Fleet Manager	PT5
18	GIS Analyst I	PT3
19	GIS Analyst II	PT4
20	GIS Coordinator	PT5
21	GIS Technician I	PT1
22	GIS Technician II	PT3
23	Grants Administrator	PT4
24	Grants Coordinator	PT3
25	Grants Specialist I	CA6
26	Grants Specialist II	PT1

1	Housing Inspector	PT1
2	Housing Services Coordinator	PT4
3	Housing Services Counselor I	PT2
4	HOUSING SERVICES COUNSELOR II	PT4
5	Human Relations Manager	PT5
6	Human Resources Clerk	CA4
7	Human Resources Generalist	PT3
8	Human Resources Manager	PT5
9	Human Resources Specialist	PT1
10	ICT MANAGER	MG1
11	ICT SUPERVISOR	PT5
12	Inspector I	CA6
13	INSPECTOR II – DILP	PT3
14	Inspector II - DPW	PT2
15	INSPECTOR III – DILP	PT5
16	Inspector III - DPW	PT4
17	Instrumentation Technician	PT2
18	Juvenile Drug Court Coordinator	PT4
19	Laboratory Assistant	CA5
20	Laboratory Technician	PT1
21	Laborer	LB2
22	Land Surveyor	PT4
23	Lead Maintenance Mechanic (Facilities & Operations)	PT2
24	Lead Maintenance Worker (Facilities & Operations)	CA6
25	Legal Assistant I	CA5
26	Legal Assistant II	PT1

1	Legal Specialist I	CA6
2	Legal Specialist II	PT1
3	Legal Specialist III	PT2
4	Legislative Aide	CA5
5	Legislative Aide to the Council President	CA6
6	Legislative Drafter/Legal Analyst	PT5
7	Licensing Clerk	CA3
8	Litter Control Program Supervisor	CA6
9	Long-Term Care Coordinator	PT3
10	Maintenance Mechanic I	CA5
11	Maintenance Mechanic II	PT1
12	Maintenance Supervisor	PT4
13	Maintenance Worker I	CA2
14	Maintenance Worker II	CA4
15	Management Assistant I	PT3
16	Management Assistant II	PT4
17	Manager, Harford Transit	PT4
18	Manager, Senior Center Division	PT5
19	Marketing Coordinator	PT3
20	Paramedic	PT1
21	Permits Clerk	CA3
22	Permits Review Supervisor	PT5
23	Planner I	PT1
24	Planner II	PT3
25	Planner III [(Supervisory or Technical)]	PT4
26	Planner IV	MG1

1	Planning & Zoning Division Chief	MG2
2	Planning Technician I	CA5
3	Planning Technician II	CA6
4	Planning Technician III	PT1
5	Plans Reviewer I	PT2
6	Plans Reviewer II	PT4
7	Plant Operations Manager	PT5
8	Plant Operator (Water or Wastewater)	CA6
9	Plant Operator Trainee I (Water or Wastewater)	CA3
10	Plant Operator Trainee II (Water or Wastewater)	CA5
11	Plant Superintendent, Water & Sewer	MG1
12	Pre-Treatment Inspector	PT2
13	Process Engineer	PT5
14	Procurement Agent I	PT1
15	Procurement Agent II	PT3
16	Procurement Agent III	PT4
17	Producer Manager, HCN	PT5
18	Production Supervisor, HCN	PT3
19	Programmer	PT2
20	Programmer Analyst [I]	[PT4]PT3
21	[Programmer Analyst II	PT5]
22	Project Coordinator	PT3
23	Project Manager	MG2
24	PUBLIC SAFETY ASSISTANT SHIFT MANAGER	PT3
25	PUBLIC SAFETY BRANCH MANAGER	MG1
26	Public Safety Dispatcher I	CA4

1	Public Safety Dispatcher II	CA5
2	Public Safety Dispatcher III	PT1
3	Public Safety Dispatcher, Probationary	CA3
4	Public Safety Hazmat Manager	PT3
5	[Public Safety Manager	PT5]
6	Public Safety Shift Manager	PT4
7	Public Safety SHIFT Supervisor	PT2
8	PUBLIC SAFETY SUPPORT SPECIALIST I	PT1
9	PUBLIC SAFETY SUPPORT SPECIALIST II	PT2
10	PUBLIC SAFETY SUPPORT SPECIALIST III	PT3
11	Real Property Agent I	PT1
12	Real Property Agent II	PT3
13	Real Property Agent III	PT4
14	Recreation Specialist I	CA5
15	Recreation Specialist II	PT1
16	Recreation Specialist III	PT3
17	Recreation Specialist IV	PT4
18	Recreation Specialist V	PT5
19	Recycling Program Coordinator	PT2
20	Recycling Program Manager	PT5
21	Risk & Safety Officer	PT5
22	Road Marking Equipment Operator I	CA5
23	Road Marking Equipment Operator II	CA6
24	Road Marking Equipment Operator III	PT1
25	Senior Assistant Council Attorney	MG3
26	Senior Assistant County Attorney	MG3

1	Senior Budget Analyst	PT4
2	[Senior Center Manager	PT4]
3	Senior Center Specialist	PT2
4	SENIOR COMPUTER ENGINEER	PT3
5	Senior Computer Operator	CA6
6	SENIOR COMPUTER SYSTEMS ENGINEER	PT4
7	Senior Customer Support Analyst	PT2
8	Senior Economic Development Associate	PT4
9	Senior Electrician Water & Sewer Operations	PT3
10	Senior Equipment Operator	CA6
11	Senior Instrumentation Technician	PT3
12	Senior Laboratory Technician	PT3
13	Senior Plans Reviewer	PT5
14	Senior Plant Operator (Water or Wastewater)	PT2
15	SENIOR PROGRAMMER ANALYST	PT4
16	Senior Water/Wastewater Facility Mechanic	PT2
17	Shift Supervisor/Plant Operations	PT4
18	Storekeeper	CA4
19	Superintendent of Facilities & Operations	PT5
20	Superintendent of Highways	MG1
21	Superintendent of Laboratories	MG1
22	Superintendent of Parks & Recreation	PT5
23	Superintendent, Water & Sewer Facilities	MG1
24	Supervisor of Central Services	PT2
25	Supervisor of Custodial Workers	PT2
26	Supervisor, Radio Shop	PT4

1	Supervisor, Warehouse	CA6
2	Trades/Laborer	CA4
3	Traffic Operations Supervisor	PT4
4	Traffic Sign Mechanic I	CA2
5	Traffic Sign Mechanic II	CA4
6	Traffic Sign Mechanic III	CA6
7	Treasurer	CB1
8	Utility Worker I	CA5
9	Utility Worker II	CA6
10	Water & Sewer Facilities Maintenance Specialist	PT3
11	Water & Sewer Utility Crew Chief	PT2
12	Water Meter Mechanic I	CA3
13	Water Meter Mechanic II	CA5
14	Water Meter Mechanic Trainee	CA2
15	Water Meter Technician I	CA6
16	Water Meter Technician II	PT2
17	Water/Sewer Utility Technician I	PT1
18	Water/Sewer Utility Technician II	PT3
19	Water/Sewer Utility Technician III	PT4
20	Water/Sewer Utility Worker I	CA2
21	Water/Sewer Utility Worker II	CA3
22	Water/Sewer Utility Worker III (Certified)	CA6
23	Water/Sewer Utility Worker III (Non-certified)	CA4
24	Water/Sewer Utility Worker IV	PT1
25	Water/Wastewater Facility Mechanic	CA6
26	Water/Wastewater Facility Mechanic Trainee	CA5

- 1 Zoning Enforcement Coordinator PT5
- 2 Zoning Inspector I CA6
- 3 Zoning Inspector II PT1
- 4 Zoning Technician CA5

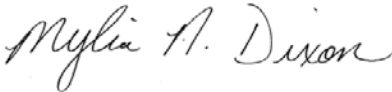
5 Section 2. Be It Further Enacted, that this Act shall not be codified in the Harford County
 6 Code, as amended.

7 Section 3. Be It Further Enacted, that a merit increase may be authorized for employees who
 8 meet the eligibility standards established by the County Executive.

9 Section 4. Be It Further Enacted, that this Act is hereby declared to be an emergency act,
 10 necessary for the proper operation of the county government, and it shall become law on the date
 11 it is signed by the County Executive; however, payments or benefits shall continue to be paid
 12 under Ordinance [17-009] 18-007, until [June 15, 2018] JUNE 14, 2019 and no payments or
 13 benefits shall accrue under this act until on or after [June 16, 2018] JUNE 15, 2019.

EFFECTIVE:

The Council Administrator does hereby certify that seven (7) copies of this Bill are immediately available for distribution to the public and the press.



Council Administrator

GOVERNMENT SERVICE SALARY SCHEDULE FY20

<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
LB1	\$21,828	\$61,450
LB2	\$23,052	\$64,986
CA1	\$24,174	\$68,002
CA2	\$30,090	\$71,142
CA3	\$31,824	\$74,182
CA4	\$33,415	\$79,608
CA5	\$35,088	\$83,290
CA6	\$38,046	\$88,198
PT1	\$40,698	\$93,190
PT2	\$44,778	\$101,032
PT3	\$48,348	\$107,230
PT4	\$53,856	\$114,261
PT5	\$58,854	\$127,115
MG1	\$65,586	\$131,629
MG2	\$72,828	\$135,934
MG3	\$82,620	\$141,862
MG4	\$93,432	\$158,606
CB1	\$93,432	\$158,606
CB2	\$107,814	\$174,464

BARRY GLASSMAN
HARFORD COUNTY EXECUTIVE

BILLY BONIFACE
DIRECTOR OF ADMINISTRATION



JAMES C. RICHARDSON
DIRECTOR OF HUMAN RESOURCES

April 26, 2019

Patrick S. Vincenti
County Council President
212 South Bond Street
Bel Air, Maryland 21014

Dear Mr. Vincenti:

On this date, April 26, 2019, the Personnel Advisory Board has reviewed and approved the Pay and Classification Plan changes for Fiscal Year 2020.

Sincerely,

Michael H. Daney
Chairperson, Personnel Advisory Board

MHD:slt

cc: James C. Richardson
Tiffany S. Stephens
Deborah S. Lynch