

Reply to Common Council File No. 010791

From DOA-Budget and Management Division

November 14, 2001

Ref: 01017

Common Council File 010791 contains a report from the Department of Employee Relations (DER). This report recommends three classification and pay changes that were heard at the November 6 and November 20, 2001 City Service Commission meetings. The report also contains the necessary salary and positions ordinance changes.

**Employee's Retirement System**

Reclassify one position of Administrative Assistant III, Pay Range 530 to Office Supervisor II, Salary Grade 002. The fiscal impact of this change is \$69 for the remainder of 2001 and \$1,795 for 2002.

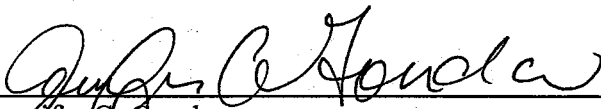
**Health Department**

Reclassify one position of Health Project Assistant, Pay Range 530 to Lead Program Information Specialist, Pay Range 558. The fiscal impact of this change is \$44 for the remainder of 2001 and \$1,133 for 2002.

Reclassify one position of Clinic Assistant, Pay Range 309 to Occupational Health Technician, Pay Grade 425. The fiscal impact of this change is \$35 for the remainder of 2001 and \$907 for 2002.

**The total fiscal impact of this file is \$148 for the remainder of 2001 and \$3,835 for 2002.**

**RECOMMENDATION: WE DEFER TO THE RECOMMENDATIONS PROVIDED BY DER. IF THE COMMITTEE WISHES TO APPROVE THESE CHANGES, THE ATTACHED REPORTS CONTAIN THE NECESSARY POSITIONS AND SALARY ORDINANCE CHANGES.**

  
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