




# Howard County

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## *Internal Memorandum*

**Subject:** Council Testimony and Fiscal Impact Statement

**To:** Lonnie Robbins  
Chief Administrative Officer

**Through:**   
Wanda Hutchinson  
Human Resources Administrator

**From:** Stacey Simmons  
Chief, Classification and Pay

**Date:** October 18, 2019

The Administration is seeking Council approval for a bill adjusting the pay plan for Fiscal Year 2020.

Based on recent changes to the County Code, the changes to the pay plan include adding the following classifications to the **Position Classification Codes and Pay Grades for Executive Exempt Employees:**

- 1306 Assistant Administrator-Executive Assistant to the Police Chief (grade M)
- 1306 Assistant Administrator-Executive Assistant to the Fire Chief (grade M)
- 2516 Administrator, Office of Emergency Management (grade O)

cc: Jennifer Sager  
Janssen Evelyn