



Howard County

Internal Memorandum

Subject: Council Testimony

To: Lonnie Robbins
Chief Administrative Officer

Through: 
Wanda Hutchinson
Human Resources Administrator

From: Stacey Simmons 
Chief, Classification and Pay

Date: April 21, 2021

The Administration is seeking Council approval for a bill amending Howard County Code in regard to appointing authorities for Executive Exempt employees and classifications included in the Corrections system.

The Office of Human Resources has proposed changes to the Howard County Code, Sec. 1.306 (b) (5) *Appointing Authorities*. Currently, the section lists the positions for which the County Executive is the appointing authority; the Office of Human Resources is seeking approval to add the classification of Deputy Chief of Staff as an Executive Exempt position within the Office of the County Executive. This position assists with developing, communicating, executing, and sustaining strategic initiatives; works with the departments to coordinate and advance the policies of the Administration; and develops partnerships, oversees constituent issues and develops and maintains relationships with community stakeholders.

The Office of Human Resources has proposed a change to the Howard County Code, Sec. 1.406 (O) *Definitions*. This section provides the following definition: *Corrections employee means a covered individual employed by the County in one of the following position classifications for retirement plan purposes*. The Office of Human Resources is seeking approval to remove the classification title Correctional Program Supervisor III as the classification title has been abolished and the addition of the classification title Custody and Security Chief; and remove the classification title Correctional Supervisor I as the classification title has been abolished and the addition of the classification title Correctional Dietary Coordinator.

cc: Jennifer Sager
Janssen Evelyn