

Introduced 09.08.2021  
Public Hearing 09.20.2021  
Council Action 10-4-2021  
Executive Action 10-13-2021  
Effective Date 12-13-2021

## County Council Of Howard County, Maryland

2021 Legislative Session

Legislative Day No. 15

Bill No. 61 -2021

Introduced by: The Chairperson at the request of the County Executive

AN ACT amending the Pay Plan for Howard County to amend the classification and paygrade for the position of Workforce Development Administrator; and generally relating to the Pay Plan for Howard County.

Introduced and read first time Sept 8, 2021. Ordered posted and hearing scheduled.

By order Michelle Harrod  
Michelle Harrod, Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on Sept 20, 2021.

By order Michelle Harrod  
Michelle Harrod, Administrator

This Bill was read the third time on Oct 4, 2021 and Passed  Passed with amendments \_\_\_\_\_, Failed \_\_\_\_\_.

By order Michelle Harrod  
Michelle Harrod, Administrator

Sealed with the County Seal and presented to the County Executive for approval this 5 day of October, 2021 at 1<sup>00</sup> p.m.

By order Michelle Harrod  
Michelle Harrod, Administrator

Approved/Vetoed by the County Executive October 13 2021

Calvin Ball  
Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; Strike-out indicates material deleted by amendment; Underlining indicates material added by amendment.

1           **WHEREAS**, Sections 706 and 707 of the Howard County Charter and Section 1.301 of  
2 the Howard County Code provide for the adoption of and amendment to the Pay Plan for  
3 Howard County, which allocates each class of positions to the appropriate pay grade, and which  
4 establishes rules for administration of the Pay Plan for positions within County government; and  
5

6           **WHEREAS**, under Section 1.301(c) of the County Code the Pay Plan, and any  
7 amendments thereto, are adopted by the County Council as attachments to the Council Bill  
8 through which the County Council exercises its legislative action on the Pay Plan; and  
9

10           **WHEREAS**, because the workload of the Office of Workforce Development has  
11 increased, the position of Administrator of the Office of Workforce Development will be  
12 changed from a Human Services Manager I to a Human Services Manager II and this change  
13 needs to be reflected in the Pay Plan.  
14

15 **NOW, THEREFORE,**  
16

17 *Section 1. Be It Enacted by the County Council of Howard County, Maryland, that the list of*  
18 *Executive Exempt positions is amended as shown in the attached Exhibit.*  
19

20 *Section 2. And Be It Further Enacted by the County Council of Howard County, Maryland that*  
21 *only the list of Executive Exempt positions is amended as attached to this Act and all other*  
22 *provisions of the Pay Plan shall remain in full force and effect.*  
23

24 *Section 3. And Be It Further Enacted by the County Council of Howard County, Maryland,*  
25 *that this Act shall become effective 61 days after enactment.*

**Position Classification Codes and Pay Grades for Executive Exempt Employees**

<b>Class Code</b>	<b>Classification</b>	<b>Pay Grade</b>
1119	Chief Administrative Officer	S
1117	Deputy Chief Administrative Officer	Q
1116	Chief of Staff	Q
1115	Administrator to County Council	Q
1114	Deputy Chief of Staff	P
1113	Human Resources Administrator	O
1111	Labor Relations Coordinator	N
1110	Transportation Administrator	O
1109	Community Sustainability Administrator	N
1107	Public Information Administrator – Administration	O
1107	Public Information Administrator- County Council	O
1105	Deputy Administrator to County Council	M
1104	Executive Assistant II - Assistant to County Executive	N
1104	Executive Assistant II - Assistant to Chief Administrative Officer	N
1103	Executive Assistant I - Assistant to County Executive	L
1103	Executive Assistant I - Assistant to Chief Administrative Officer	L
1103	Executive Assistant I-Assistant to County Council Administrator	L
1101	Special Assistant - County Council	L
1217	Director of Finance	P
1215	County Auditor	Q
1213	Budget Administrator	P
1211	Deputy Director of Finance	O
1212	Deputy County Auditor	O
1303	Administrative Analyst II	K

<b>Class Code</b>	<b>Classification</b>	<b>Pay Grade</b>
1306	Assistant Administrator-Executive Asst. to Chief of Police	M
1306	Assistant Administrator-Executive Asst. to Fire Chief	M
1413	Administrative Assistant- Secretary to County Solicitor	I
1413	Administrative Assistant - Secretary To The Chief Administrative Officer	I
1413	Administrative Assistant - Secretary To The Chief Of Staff	I
1413	Administrative Assistant - Secretary to the County Executive	I
1413	Administrative Assistant – Constituent Relations Assistant To The County Executive	I
1414	District Aide	H
1517	County Solicitor	Q
1515	Deputy Attorney - Deputy County Solicitor	P
1511	Principal Attorney - Office of Law	O
1507	Senior Attorney - Office of Law	N
1505	Attorney - Office of Law	M
1504	Entry Level Attorney - Office of Law	L
2119	Police Services Support Supervisor III - Animal Control Administrator	K
2120	Police Information Supervisor	N
2129	Chief of Police	R
2127	Police Major	PM4
2229	Director of Corrections	P
2227	Deputy Director of Corrections	N
2225	Custody and Security Chief	M
2516	Administrator, Office of Emergency Management	O
2519	Chief, Fire & Rescue Services	R
2518	Medical Director	Q
2517	Deputy Chief	P

3121	Director, Public Works	R
3120	Deputy Director, Public Works	P
3119	Engineering Manager II	P
3215	Director, Planning & Zoning	P
3213	Deputy Director of Planning & Zoning	N
3317	Director, Inspections, Licenses & Permits	P
4215	Technical Services Supervisor - Cable Administrator	L
4223	Director, Technology & Communication Services	S
4221	Deputy Director, Technology and Communication Services	O
5135	Director, Recreation & Parks	P
5218	Director, Housing and Community Development	P
5217	Director, Community Resources and Services	P
5215	Human Services Manager II - Deputy Director, Community Resources and Services	N
5215	Human Services Manager II - Human Rights Administrator	N
5215	Human Services Manager II - Deputy Director, Housing and Community Development	N
5215	Human Services Manager II - Administrator on Aging and Independence	N
<b>5215</b>	<b>HUMAN SERVICES MANAGER II –WORKFORCE DEVELOPMENT ADMINISTRATOR</b>	<b>N</b>
5213	Human Services Manager I – Community Partnerships Administrator	M
[[5213	Human Services Manager I –Workforce Development Administrator	M]]
5213	Human Services Manager I - Consumer Protection Administrator	M
5213	Human Services Manager I –Administrator of the Office of Children and Families	M



BY THE COUNCIL

This Bill, having been approved by the Executive and returned to the Council, stands enacted on October 13, 2021.

Michelle Harrod  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having been passed by the yeas and nays of two-thirds of the members of the Council notwithstanding the objections of the Executive, stands enacted on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having received neither the approval nor the disapproval of the Executive within ten days of its presentation, stands enacted on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, not having been considered on final reading within the time required by Charter, stands failed for want of consideration on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having been disapproved by the Executive and having failed on passage upon consideration by the Council stands failed on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, the withdrawal of which received a vote of two-thirds (2/3) of the members of the Council, is withdrawn from further consideration on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council