



# Howard County

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## Internal Memorandum

**Subject:** Council Testimony

**To:** Lonnie R. Robbins  
Chief Administrative Officer

**Through:** Anju A. Bennett *AA*,  
Human Resources Administrator

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

**Date:** April 21, 2022

The Administration is seeking Council approval for updates to pay plan for Fiscal Year 2023.

The changes to the pay plan affect:

### **General Scale**

- Removes scales effective December 2020 & December 2021
- Adds scale effective June 2022-2% ATB increase
- Adds scale effective December 2022-1% ATB increase
- Fiscal impact is approximately \$2,546,316

### **Emergency Communication Supervisors**

- Removes scales effective December 2020 & December 2021
- Adds scale effective June 2022-2% ATB
- Adds scale effective December 2022-1% ATB
- Fiscal impact is approximately \$17,005

### **OT/Union 1810**

- Removes scales effective December 2020 & December 2021
- Adds scale effective June 2022-aligned the steps in corresponding grades with the General scale and 2% ATB
- Adds scale effective December 2022-1% ATB increase

### **Dispatchers**

- Removes scales effective December 2020 & December 2021
- Adds scale effective June 2022-included a 3% step at year 22 and 2% ATB
- Adds scale effective December 2022-1% ATB increase

**OS/Union 3888**

- Removes scale effective December 2020

**Union 3085**

- Removes scale effective December 2020

**Police/Lodge 21**

- Removes scale effective June 2021

**Police Sgts/Lodge 143**

- Removes scale effective June 2021

**Police Management**

- Removes scale effective December 2020

**Fire/Local 2000**

- Removes scale effective June 2021

**Fire Management**

- Removes scale effective June 2021

**Union 3080**

- Removes scales effective December 2020
- Adds scale effective December 2022-with an approximate 4% increase and added a 1.5% step at the top of scale

**Corrections Management**

- Removes scale effective December 2020
- Adds scale effective December 2022-revised in response to changes in the 3080 scale to avoid compression
- Fiscal impact is approximately \$33,245

### **Sheriff/Lodge 131**

- Removes scale effective June 2021

### **RLC**

- Removes scale effective December 2021
- Removes scale effective April 2022
- Adds scale effective June 2022-2% ATB increase
- Adds scale effective December-1% ATB increase
- Fiscal impact is approximately \$43,122

### **Specialty Pay-Police Cadets & Crossing Guards**

- Added premium pay for Police Cadets and Crossing Guards for special events-shall receive a minimum of three hours of pay for the event

### **Overtime and Compensatory Time.**

- Removed (b): per regulations: FLSA non-exempt positions receive overtime or compensatory time based on employee request, and not available funds. As a clarifying point: Any overtime should be preapproved by the employee's supervisor.

### Fiscal Impact Template

Please provide a written summary on the impact of a proposed legislation on your department (operations, revenues, expenses, etc.). If there is no impact, briefly explain why. Use the template below to itemize your estimated expenses and/or revenues along with showing your calculations and assumptions.

Fund: \_\_\_\_\_

**Projected Expenditure Impact**

- Identify anticipated increases/decreases in expenses resulting from this legislation
- Indicate if the first year expenses are pro-rated due to timing of legislation taking effect
- Indicate if the expenses are one-time or ongoing
- Include in the Notes section any major assumptions regarding key drivers of spending

	Year 1	Year 2	Year 3	Year 1	Year 5	Notes
<b>Expenditures</b>	2,639,688	#####	\$0	\$0	\$0	
FTE (if applicable)						
Personnel Costs (1)	2,639,688					
Contractual Services						
Supplies and Materials						
Capital Outlay						
Other						

(1) Identify the classification, hiring step and # of positions. Provide an explanation of the need for the number and type of any personnel listed above, including (a) what specific provision(s) of the bill necessitate additional staff; (b) what the duties of each type of position will be; and (c) why existing personnel cannot absorb the additional work.

**Projected Revenues Impact**

- Identify anticipated increases/decreases in revenues resulting from this legislation
- Indicate if the first year revenues are pro-rated due to timing of legislation taking effect
- Indicate if the revenues are one-time or ongoing
- Include in the Notes section any major assumptions regarding key drivers for revenues

	Year 1	Year 2	Year 3	Year 1	Year 5	Notes
<b>Revenues</b>	\$0	\$0	\$0	\$0	\$0	