



HOWARD COUNTY DEPARTMENT OF COUNTY ADMINISTRATION

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April 24, 2024

To: Brandee Ganz
Chief Administrative Officer

From: Anju A. Bennett, Administrator *Anju A. Bennett*
Office of Human Resources

Tae Oh, Chief *Tae Oh*
Classification and Compensation Division

Re: Council Testimony for Approval of FY25 Pay Plan Amendments

The Administration is seeking Council approval for updates to the Pay Plan for Fiscal Year 2025. As part of the legislative process, these updates have been approved by the Chief Administrative Officer for submission to the Council for action.

Changes are primarily being made to update pay schedules. A few additional non-substantive amendments have been made to improve the order of pay schedules and to clarify the application of each schedule. Please note, recommended changes to collective bargaining unit pay schedules are based on tentative agreements reached with the respective bargaining unit, for which ratification is expected before the Council vote, and help the County address compensation analysis recommendations.

Changes to the Pay Schedules are as follows:

1. General Salary Schedule

- Remove schedule that was effective July 1, 2023.
- Remove schedule that was effective January 1, 2024.
- Add the following FY25 pay schedules:
 - ✓ Add schedule that will become effective July 1, 2024. This schedule reflects a 2.5% Cost-of-Living Adjustment (COLA).
 - ✓ Add schedule that will become effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 2% COLA across the pay scale.

Fiscal impact in FY25 is approximately: \$4.6M.

2. D Schedule: Howard County Public Safety Dispatchers Association, Local 107

- Remove schedule that was effective December 19, 2022.
- Remove schedule that was effective January 1, 2024.
- Add the following FY25 schedules:
 - ✓ Add schedule that will become effective July 1, 2024: The new schedule reflects a 4% COLA across the PayScale.
 - ✓ Add schedule that will become effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 4% COLA across the pay scale.

Fiscal impact in FY25 is approximately: \$380K.

3. **EC Schedule: Emergency Communication Supervisors**

- Remove schedule that was effective December 19, 2022.
- Remove schedule that was effective January 1, 2024.
- Add the following FY25 schedules:
 - ✓ Add schedule that will become effective July 1, 2024. This schedule reflects a 4% COLA across the PayScale.
 - ✓ Add schedule that will become effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 4% COLA across the pay scale.

Fiscal impact in FY25 is approximately: \$40K.

4. **OT Schedule: AFSCME Union Local 1810, Office/Technical**

The following actions carry out the current tentative agreements between the County and AFSCME. They replace any previously adopted pay provisions covering the same period.

- Remove schedule effective July 1, 2023.
- Remove schedule effective January 1, 2024.
- Add the following FY25 schedules:
 - ✓ Add schedule that will become effective July 1, 2024. The new schedule reflects a 2% COLA across the PayScale.
 - ✓ Add schedule that will become effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 3% COLA across the pay scale.

Fiscal impact in FY25 is approximately: \$1.1M.

5. **OS Schedule: AFSCME Local 3888, Operations Supervisors**

The following actions carry out the current tentative agreements between the County and AFSCME. They replace any previously adopted pay provisions covering the same period.

- Remove schedule effective July 1, 2023.
- Remove schedule effective January 1, 2024.
- Add the following FY25 schedules:
 - ✓ Add schedule that will become effective July 1, 2024. The new schedule reflects a 2% COLA across the PayScale.
 - ✓ Add schedule that will become effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 3% COLA across the pay scale.

Fiscal impact in FY25 is approximately: \$250K.

6. **H Schedule: AFSCME Local 3085, Skilled Trades**

The following actions carry out the current tentative agreements between the County and AFSCME. They replace any previously adopted pay provisions covering the same period.

- Remove schedule effective July 1, 2023.
- Remove schedule effective January 1, 2024.
- Add the following FY25 schedules:
 - ✓ Add schedule that will become effective July 1, 2024. The new schedule reflects a 2% COLA across the pay scale.
 - ✓ Add schedule that will become effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 3% COLA across the pay scale.

Fiscal impact in FY25 is approximately: \$900K.

7. **P Schedule: Howard County Police Officer's Association, Lodge 21**

- Remove schedule that was effective December 19, 2022.
- Remove schedule that was effective January 1, 2024.
- Add the following FY25 schedules:
 - ✓ Add schedule that will become effective July 1, 2024, which reflects:
 - Smoothing of current steps 13A through 19 at 3.25%; with a 4% adjustment at step 20. Additionally, the current steps 13A-20 are being renumbered to steps 14-21 for clarity and consistency with HRIS system configurations.
 - 2% COLA across the pay scale.
 - ✓ Add schedule that will be effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 2% COLA across the pay scale.

Fiscal impact is approximately: \$2M.

8. **PS Schedule: The Fraternal Order of Police Lodge 143, Howard County Police Supervisor's Alliance, Police Sergeants**

- Remove schedule that was effective December 19, 2022.
- Remove schedule that was effective January 1, 2024.
- Add the following FY25 schedules:
 - ✓ Add schedule which will become effective July 1, 2024: The new schedule reflects:
 - One additional step, Step 21, at 3.25%. This step extends the pay range for each grade.
 - 1% COLA across the pay scale.
 - ✓ Add schedule that will become effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 3% COLA across the pay scale.

Fiscal impact is approximately: \$440K.

9. **PM Schedule: Police Management**

- Remove schedule that was effective December 19, 2022.
- Remove schedule that was effective January 1, 2024.
- Add the following FY25 schedules:
 - ✓ Add schedule which will become effective July 1, 2024: The new schedule reflects a 1% COLA for Lieutenants.
 - ✓ Add schedule that will become effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 3% COLA for Lieutenants.
 - ✓ Remove notes that are inconsistent with updated pay scale.

Fiscal impact is approximately: \$159k.

10. **RLC Schedule: Recreational Licensed Childcare**

- Remove schedule that was effective July 1, 2023.
- Remove schedule that was effective January 1, 2024.
- Add the following FY25 pay schedules:
 - ✓ Add schedule that will become effective July 1, 2024. This schedule reflects a 2.5% COLA across the pay scale.
 - ✓ Add schedule that will become effective January 1, 2025. This schedule will amend the July 1, 2024, schedule by adding a 2% COLA across the pay scale.

Fiscal impact is approximately: \$14K.

B. Revisions to Pay Plan Language

- Minor clarifications have been made to the Pay Plan to ensure all covered schedules were properly identified and titled. Pay period implementation was clarified for relevant effective dates.