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Title: CONSIDERATION OF MULTIPLE RESOLUTIONS ADOPTING NEW JOB SPECIFICATIONS AND SALARY ALLOCATIONS AS PART OF THE PHASE I RESTRUCTURING PLAN (CITY COUNCIL)

Sponsors:

Indexes:

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Attachments: 1. Exhibit 1 - Resolution No. 22-188, Risk Management Specialist, 2. Exhibit 2 - Risk Management Specialist - Job Spec, 3. Exhibit 3 - Resolution No. 22-190, Payroll Supervisor, 4. Exhibit 4 - Payroll Supervisor - Job Spec

Date	Ver.	Action By	Action	Result
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Report to Mayor and City Council

Tuesday, September 20, 2022

Consent

SUBJECT:

CONSIDERATION OF MULTIPLE RESOLUTIONS ADOPTING NEW JOB SPECIFICATIONS AND SALARY ALLOCATIONS AS PART OF THE PHASE I RESTRUCTURING PLAN (CITY COUNCIL)

I. SUMMARY

As part of the adopted budget approved by City Council on June 21, 2022, it has been deemed that multiple classification actions will need to be executed to fully execute the approved Phase I restructuring. This includes adoption of new job specifications, reclassification of current positions and updating existing job specs.

Staff is presenting two new job classifications to City Council for approval and adoption into the City’s Classification plan. The two new classifications are: Risk Management Specialist, and Payroll Supervisor.

II. RECOMMENDATION

WAIVE further reading and ADOPT the following Resolutions:

1. Resolution No. 22-190, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW JOB SPECIFICATION AND SALARY ALLOCATION FOR PAYROLL SUPERVISOR"
2. Resolution No. 22-188, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW JOB SPECIFICATION AND SALARY ALLOCATION FOR RISK MANAGEMENT SPECIALIST"

III. ALTERNATIVES

TAKE another action that City Council deems appropriate.

IV. BACKGROUND

As part of the adopted budget approved by City Council on June 21, 2022, it has been deemed that multiple classification actions will need to be executed to fully execute the approved Phase I restructuring. This includes adoption of new job specifications, reclassification of current positions and updating existing job specs.

Staff is presenting two new job classifications to City Council for approval and adoption into the City's Classification plan as follows:

- Risk Management Specialist, Range 405 (\$5,392.23 - \$6,880.51 Monthly), Confidential/Non-Exempt
- Payroll Supervisor, Range 611 (\$5,951.00 - \$7,595.00 Monthly), Confidential/Non-Exempt

Furthermore, staff provided notice of the listed items to the American Federation of State, County and Municipal Employees (AFSCME) and Local 1017 leadership. Both the City and the respective bargaining units met and conferred, in good faith, on September 1, 2022.

V. FISCAL IMPACT

There is no fiscal impact from the proposed amendments to the City classification plan, as all Phase I related personnel actions were already approved in the adopted Fiscal Year 2022-23 operating budget.

VI. EXHIBITS

1. Resolution No. 22-188; Risk Management Specialist (pgs. 3 - 4)
2. Risk Management Specialist classification specification (Exhibit A to Resolution No. 22-188) (pgs. 5 - 7)
3. Resolution No. 22-190; Payroll Supervisor (pgs. 8 - 9)
4. Payroll Supervisor classification specification (Exhibit A to Resolution No. 22-190) (pgs. 10 - 11)

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