



Legislation Details (With Text)

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**Title:** CONSIDERATION OF RESOLUTION NO. 21-059, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING THE NEW CLASS SPECIFICATION AND SALARY RANGE FOR ECONOMIC DEVELOPMENT LIAISON AND RECLASSIFYING THE EMPLOYMENT AND BUSINESS ASSISTANT TO THIS NEW CLASSIFICATION (CITY COUNCIL)

**Sponsors:**

**Indexes:**

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**Attachments:** 1. Resolution 21-059 Economic Development Liaison Job Spec (5 4 21), 2. Employment Business Dev Assistant Job Spec

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

Tuesday, May 04, 2021

Consent

**SUBJECT:**

**CONSIDERATION OF RESOLUTION NO. 21-059, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING THE NEW CLASS SPECIFICATION AND SALARY RANGE FOR ECONOMIC DEVELOPMENT LIAISON AND RECLASSIFYING THE EMPLOYMENT AND BUSINESS ASSISTANT TO THIS NEW CLASSIFICATION (CITY COUNCIL)**

**I. SUMMARY**

The City periodically reviews job specifications that are no longer aligned with the job duties and require review with changes in technology and best practices. As part of the High Priority Staff Requests approved in the FY18/19 budget, it was determined that the Employment and Business Development Assistant is performing duties more aligned with the duties and salary proposed in the new job classification of Economic Development Liaison. At this time, Staff is recommending that the Employment & Business Development Assistant (current comp. 330/F) job spec be reallocated, reclassified and retitled to Economic Development Liaison (proposed comp. 332/F) and is requesting approval of the

new job spec, reclassification and salary adjustment.

## **II. RECOMMENDATION**

WAIVE further reading and ADOPT Resolution No. 21-059, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING THE NEW CLASS SPECIFICATION AND SALARY RANGE FOR ECONOMIC DEVELOPMENT LIAISON AND RECLASSIFYING THE EMPLOYMENT AND BUSINESS ASSISTANT TO THIS NEW CLASSIFICATION".

## **III. ALTERNATIVES**

Take another action the City Council deems appropriate.

## **IV. BACKGROUND**

Since the transfer of the Career Center to the South Bay WIB, the employment responsibilities of this position have diminished and the economic and business development responsibilities have increased. Staff has proposed Economic Development Liaison job sec class 332, Step F.

Staff Met & Conferred in good faith with AFSCME Local 809 on January 16, 2020. The job spec was placed on the January 28 agenda but removed at the request of AFSCME Local 809. Staff Met & Conferred again on February 11, 2020. Staff followed up and Met & Conferred again on February 24, 2020 and provided benchmark job specs for Compton, Gardena, and Santa Monica to the bargaining group at their request. Staff found that 332F has lower educational and experience requirements than all 3 of the benchmark job specs. Additionally two of these benchmark job spec classes are ranked higher than Staff's proposed Economic Development Liaison job spec class at 332F.

Staff again Met & Conferred with AFSCME Local 809 on February 27, 2020. And, most recently, Staff completed the Meet & Confer with AFSCME Local 809 on April 27, 2021. During this recent Meet & Confer, both parties agreed on the previously proposed job spec and previously proposed compensation.

This reclassification was approved by the City Council as part of the FY18/19 Budget High Priority Staff Requests. At this time, the job spec is being presented for approval based upon the request of the City Council.

## **V. FISCAL IMPACT**

The new Economic and Business Development Liaison, Salary Range 332, (\$4,267 - \$5,436) job spec is attached. The current Employment and Business Development Assistant is at Salary Range 330, Step F. The reclassification will be made at Salary Range 332, Step F. The fiscal impact is approximately \$3,108 annually.

**VI. EXHIBITS**

1. Resolution No. 21-059 and Employment Development Liaison Job Spec (3-8)
2. Employment & Business Development Assistant Job Spec (9-10)

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