



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 10/4/2022

Item Creation Date:

HR-Master Classification Plan Amend 2022-509

Agenda Item#: 17.

### **Summary:**

An ordinance amending the City's Master Classification Plan (City of Houston Ordinance No. 1998-834, as most recently amended by City of Houston Ordinance No. 2022-509) to add sixteen (16) classifications and amend the pay grade of one (1) job classification; providing a repealer; providing for severability; and declaring an emergency.

### **Background:**

The Human Resources Department recommends the following revisions to the civilian Master Classification Listing by adding 16 job classifications and amending the pay grade of 1 job classification. We ask Council to approve these changes in the interests of updating our classification and compensation programs to better support departmental operations. No positions will be added as a result of these changes. This RCA is for the purpose of establishing the titles as authorized classifications. Use of these titles in the future for budgeted positions will be subject to separate review.

Funding for this item is adopted in the FY 2023 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

<b>A. Add Job Classifications</b>		
<b>New Job Title</b>	<b>New Grade</b>	
Budget Analyst I	15	
Budget Analyst II	18	
Budget Analyst III	21	
Budget Analyst IV	25	
Senior Budget Analyst	28	
Budget Manager	29	
Senior Budget Manager	30	
Medical Services Chief – Public Health (Exe LVL)	35	
Senior Records Technician	14	
Human Resources Bereavement Liaison	24	
Airport Emergency Management Specialist	21	
Airport Emergency Management Program Manager	23	
Airport Infrastructure Project Manager	25	
Airport Managing Engineer	31	
Airport Supervising Engineer	29	
Senior Airport Infrastructure Project Manager	28	
<b>B. Change Job Grade</b>		
<b>Job Title</b>	<b>Old Grade</b>	<b>New Grade</b>
EAP Counselor	24	20

DocuSigned by:

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Jane Cheeks

Human Resources Director

### **Prior Council Action:**

Rev. to Ord. 98-834 as amended by 2022-509

### **Contact Information:**

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