

City Council – Action Request Form

Date: June 9, 2021

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Johnnie Taylor, Assistant City Manager
Dr. Marquis H. Barnett, Human Resources Director

Council Action Requested:

Resolution Amending Article II of the City of Winston-Salem Personnel Resolution Adjusting Positions and Classifications and Authorizing the Addition of Public Safety Career Ladders

Strategic Focus Area: Service Excellence

Strategic Objective: N/A

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

The FY 2022-23 Personnel Resolution includes the following amendments:

- Addition of 23 job classifications
- Removal of nine (9) job classifications
- Revision of six (6) job classifications

This Resolution amendment establishes career ladders in the Police and Fire Departments, adding Police Officer II, Master Police Officer, Firefighter II and Master Firefighter classifications. The purpose of this resolution is to enhance recruitment and to be more competitive with other agencies, we are moving to a step pay plan and adding a career ladder position for advancement. In addition, to address retention concerns, we have included a one-time 10% retention adjustment.

Continued

Committee Action:

Committee _____ **Action** _____

For _____ **Against** _____

Remarks:

Addition of Classification Titles to the Revised General Pay Plan

The proposed amendment would add 22 new classifications to the General Pay Plan to assist in meeting the operational needs of City departments. These new classifications reflect reorganizations, new initiatives, and alignment of job titles with actual duties. The new classifications are as follows:

Positions Added to Pay Plan Effective 7/1/2022	
Assistant Community Development Director	Assistant Diversity, Equity & Inclusion Director
Budget & Performance Management Director	Deputy Budget & Performance Management Director
Deputy Chief Information Systems Director	Deputy Financial Officer
Disadvantaged Business Enterprise Liaison	Employee Safety Administrator
Fleet Services Manager	Fleet Specification Writer
Forensic Services Technician (NIBIN Tech.)	Housing Development Manager
Latent Print Examiner Supervisor	Lead Retail Associate
Operations Coordinator	Performance Management Analyst
Public Safety Communications Training Coordinator	Retail Associate
Retail Shop Manager	Safety & Training Officer
Senior Budget & Evaluation Analyst	Transportation Specialist
Youth Violence Prevention Manager	

The amendment would delete the following nine (9) classifications:

Classifications Removed from Pay Plan effective 7/1/2022	
Assistant Risk Manager	Assistant to the Director of Operations
Budget & Evaluation Director	Craft Shop Coordinator
Craft Shop Worker	Communications Training Coordinator
Deputy Budget Director	Street Lighting Specialist
Vehicle for Hire Inspector	

This item further corrects classifications on the Flat Rate Pay Plan erroneously not included in earlier revisions of this Resolution.