



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
6611 Kenilworth Avenue • Riverdale, Maryland 20737

M-NCPPC
RESOLUTION NO 16-24

September 21, 2016

AMENDMENTS TO THE PAY SCHEDULE FOR GENERAL SERVICE EMPLOYEES

WHEREAS, the Maryland-National Capital Park and Planning Commission (“M-NCPPC” or “Agency”) has a Classification Plan for its employees that provides for the analysis and evaluation of positions on the basis of work-related job factors and includes a listing of occupational classifications and the assigned pay grade for each class of positions;

WHEREAS, the listing of the assigned pay grade for each class of position for non-represented general service employees, is referred to as the General Service Pay Schedule;

WHEREAS, the current Classification Plan and framework for the General Service Pay Schedule, which was adopted November 19, 1997 by Resolution 97-28, consists of 12 grade levels;

WHEREAS, the Executive Director approved the undertaking of a Classification and Compensation Study to evaluate the current Classification Plan;

WHEREAS, as part of the Classification and Compensation Study that originated in 2013 and further evidenced by work recently completed, and the on-going project of reviewing all of the current class specifications in comparison to the Agency’s work programs, the consultant, Public Financial Management, Inc., has concluded that the current General Service Pay Schedule does not have a sufficient number of grades to adequately represent the Agency’s work programs;

WHEREAS, the consultant has recommended a change to the General Service Pay Schedule to add additional grade/salary levels, bringing the new total number of grade levels to sixteen (16);

WHEREAS, M-NCPPC Department Heads and the Executive Committee have reviewed the consultant study findings and recommendations concerning the General Service Pay Schedule for non-represented general service employees;

WHEREAS, the Merit System Board has reviewed the proposed revisions recommended approval and adoption of the proposed amended General Service Pay Schedule as evidenced by their memorandum to the Executive Director and Human Resources Director dated September 8, 2016, attached as Exhibit A;

WHEREAS, upon effectiveness of the amended General Service Pay Schedule, all converted employees will initially be placed in the grade that corresponds to their present grade and at a salary equal to their current salary as determined by the amended QES;

WHEREAS, upon effectiveness of the amended General Service Pay Schedule, the Classification Plan and corresponding tables must be amended to be consistent with the changes made to the General Services Pay Schedule; and

WHEREAS, Chapter 900 of the M-NCPPC Merit System Rules and Regulations ("Merit Rules") requires that amendments to the Classification Plan to be reviewed by the Merit System Board and approved by the Commission.

NOW THEREFORE BE IT RESOLVED, the Commission does hereby approve and adopt the recommended amendments to the General Service Pay Schedule, attached as Exhibit B, to be effective immediately.

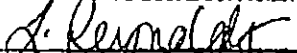
BE IT FURTHER RESOLVED that upon the effectiveness of the changes all previous versions of the General Service Pay Schedule shall be rescinded;

BE IT FURTHER RESOLVED that the Commission does hereby delegate to the Merit System Board the authority to approve amendments to the Classification Plan that correspond to the amendments to the General Service Pay Schedule hereby approved and adopted; and

BE IT FURTHER RESOLVED that the Commission does hereby authorize the Executive Director and/or her designee(s) to take action as may be necessary to implement this resolution.

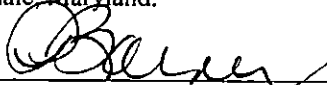
CERTIFICATION

APPROVED AS TO LEGAL SUFFICIENCY


M-NCPPC Legal Department

Date 9/13/2016

This is to certify that the foregoing is a true and correct copy of Resolution No. 16-24, adopted by The Maryland-National Capital Park and Planning Commission on motion of Commissioner Hewlett, seconded by Commissioner Fani-Gonzalez, with Commissioners Anderson, Bailey, Cichy, Geraldo and Wells-Harley voting in favor of the motion, and Commissioners Dreyfuss and Washington absent during the vote at its regular meeting held on Wednesday, September 21, 2016, in Riverdale, Maryland.


Patricia Colihan Barney
Executive Director