

COUNTY COUNCIL OF BALTIMORE COUNTY, MARYLAND
Legislative Session 2007, Legislative Day No. 17

Bill No. 68-07

Mr. S. G. Samuel Moxley, Chairman
By Request of County Executive

By the County Council, September 17, 2007

A BILL
ENTITLED

AN ACT concerning

Personnel Law of Baltimore County

FOR the purpose of providing for certain changes to the Baltimore County Classification and Compensation Plans by amending certain Pay Schedules; adding certain new class titles, codes and grades; changing certain job classifications, class titles, codes and grades; abolishing certain job classifications, codes and grades; amending certain personnel rules and regulations; providing for the application of this Act; and generally relating to the governance and compensation of the personnel of Baltimore County Government.

BY repealing and reenacting, with amendments

Pay Schedules XI, XII
Section I, Pay Schedules

BY repealing and reenacting, with amendments

Certain job classifications and pay grades
Section II, Classifications and Grades

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.
[Brackets] indicate matter stricken from existing law.
~~Strike out~~ indicates matter stricken from bill.
Underlining indicates amendments to

By adding

Certain new job classifications and pay grades
Section II, Classifications and Grades

BY repealing

Certain job classifications, codes and pay grades
Section II, Classifications and Grades

BY repealing and reenacting, with amendments

Compensation Plan Rules and Regulations, Section IV
Regulation 6.02
Regulation 14.01

All of the Baltimore County Classification and Compensation Plans
(Bill No. 27, 1976, as amended)

WHEREAS, the Personnel and Salary Advisory Board has recommended amendments to “Baltimore County Classification and Compensation Plans” as adopted by Council Bill 27-76, as amended; and

WHEREAS, the recommended amendments are contained in this Bill and the County Executive has approved said recommendations, now therefore

1 SECTION 1. BE IT ENACTED BY THE COUNTY COUNCIL OF BALTIMORE COUNTY,
2 MARYLAND, that the “Baltimore County Classification and Compensation Plans,” adopted by Council Bill
3 27-76, as amended, be and they are hereby amended to read as follows:

4 A.

5
6 The following job classifications are hereby added to Section II, Baltimore County Classification and
7
8 Compensation Plans, as amended to read as follows:

9	10	11	12	13	14	15	16
	CODE	CLASS TITLE					GRADE
	1.247	Property Clerk Supervisor (40 Hours)					21
	1.248	Customer Service Coordinator					21
	1.415	Personnel Manager					4M
	3.346	Senior Local Area Network Administrator					30
	3.398	Deputy Director of Information Technology					7M

17
18 SECTION 2. BE IT FURTHER ENACTED, that Section I, II, and IV of the Classification and
19 Compensation Plans be hereby amended as follows:

20 A.

21 Pay Schedules XI and XII of Standard Salary Grades for classified employees under Section I of said
22 Plans are hereby repealed and reenacted with amendments. Said Pay Schedules to read as follows:

23
24

BALTIMORE COUNTY GOVERNMENT

PAY SCHEDULE XI

STANDARD GRADES

Physicians and Dentists

Effective January 1, 2008

BASE ANNUAL RATES																	
(In Dollars)																	
GRADE	CLASSIFICATION	MINIMUM	1ST STEP	2ND STEP	3RD STEP	4TH STEP	5TH STEP	6TH STEP	7TH STEP	8TH STEP	9TH STEP	10TH STEP	11TH STEP	12TH STEP	13TH STEP	14TH STEP	MAXIMUM
1D	DENTIST I	65,726	67,698	69,729	71,821	73,976	76,195	78,481	80,835	83,260	85,758	88,331	90,981	93,710	96,522	99,417	102,400
2D	DENTIST II	70,328	72,438	74,611	76,849	79,154	81,529	83,975	86,494	89,089	91,762	94,515	97,350	100,271	103,279	106,377	109,569
3D	PHYSICIAN I	88,896	91,563	94,310	97,139	100,053	103,055	106,147	109,331	112,611	115,989	119,469	123,053	126,745	130,547	134,463	138,497
4D	PHYSICIAN II	91,713	94,464	97,298	100,217	103,224	106,321	109,511	112,796	116,180	119,665	123,255	126,953	130,761	134,684	138,725	142,886
5D	PHYSICIAN III	94,525	97,361	100,282	103,290	106,389	109,581	112,868	116,254	119,742	123,334	127,034	130,845	134,770	138,813	142,978	147,267
6D	DEPUTY DIRECTOR PUBLIC HEALTH	97,358	100,279	103,287	106,386	109,578	112,865	116,251	119,739	123,331	127,031	130,842	134,767	138,810	142,975	147,264	151,682

**BALTIMORE COUNTY GOVERNMENT
PAY SCHEDULE XII
STANDARD GRADES**

Supervisory, Management, And Confidential Employees

Effective January 1, 2008

BASE ANNUAL RATES																
(In Dollars)																
<u>GRADE</u>	<u>MINIMUM</u>	<u>1ST STEP</u>	<u>2ND STEP</u>	<u>3RD STEP</u>	<u>4TH STEP</u>	<u>5TH STEP</u>	<u>6TH STEP</u>	<u>7TH STEP</u>	<u>8TH STEP</u>	<u>9TH STEP</u>	<u>10TH STEP</u>	<u>11TH STEP</u>	<u>12TH STEP</u>	<u>13TH STEP</u>	<u>14TH STEP</u>	<u>MAXIMUM</u>
1M	53,509	55,114	56,765	58,468	60,223	62,030	63,892	65,807	67,782	69,815	71,908	74,066	76,288	78,577	80,935	83,362
2M	56,765	58,468	60,223	62,030	63,892	65,807	67,782	69,815	71,908	74,066	76,288	78,577	80,935	83,362	85,863	88,439
3M	60,223	62,030	63,892	65,807	67,782	69,815	71,908	74,066	76,288	78,577	80,935	83,362	85,863	88,439	91,093	93,825
4M	63,892	65,807	67,782	69,815	71,908	74,066	76,288	78,577	80,935	83,362	85,863	88,439	91,093	93,825	96,640	99,539
5M	67,782	69,815	71,908	74,066	76,288	78,577	80,935	83,362	85,863	88,439	91,093	93,825	96,640	99,539	102,526	105,602
6M	71,908	74,066	76,288	78,577	80,935	83,362	85,863	88,439	91,093	93,825	96,640	99,539	102,526	105,602	108,769	112,032
7M	76,288	78,577	80,935	83,362	85,863	88,439	91,093	93,825	96,640	99,539	102,526	105,602	108,769	112,032	115,393	118,855
8M	80,935	83,362	85,863	88,439	91,093	93,825	96,640	99,539	102,526	105,602	108,769	112,032	115,393	118,855	122,421	126,093

B.

The following specified job classifications, codes, and grades in Section II, Classification and

Compensation Plans are hereby repealed and reenacted with amendments to read as follows:

CODE	CLASS TITLE	CURRENT PAY GRADE	PROPOSED PAY GRADE
1.107	Records Management Officer	[27]	28
1.115	Lease Coordinator	[22]	23
1.135	Mail Room Supervisor	[20]	21
1.145	Benefits Specialist	[23]	25
1.146	Senior Benefits Specialist	[27]	28
1.173	Legal Assistant	[22]	23
1.178	Management Analyst I	[23]	25
1.179	Management Analyst II	[27]	28
1.190	Claims Assistant	[23]	24
1.235	Clerk	[14]	15
1.236	Office Clerk	[16]	17
1.237	Shop Clerk (40 Hours)	[17]	18
1.238	Criminal Records [Clerk] PROCESSOR	[19]	20
1.239	Criminal Records Supervisor	[22]	23
1.240	Property Clerk (40 Hours)	[18]	19
1.241	Criminal Information Processor	[17]	18
1.243	Information Processing Supervisor	[22]	23
1.244	Information Processing Manager	[24]	25
1.318	Data Entry Operator	[16]	17
1.319	Data Monitor	[19]	20
1.321	Data Quality and Reporting Analyst	[21]	22
1.405	Personnel Assistant	[22]	23
1.411	Personnel Analyst I	[23]	25
1.412	Personnel Analyst II	[27]	28
1.525	Legal Secretary	[20]	21
1.530	Legal Administrative Secretary	[24]	25
1.551	Executive Secretary	[24]	25
1.600	Office Assistant	[18]	19

1	1.601	Office Coordinator	[20]	21
2	1.602	Office Administrator	[22]	23
3	2.204	Planning and Zoning Associate	[19]	21
4	2.346	Chief of Real Estate	[5M]	6M
5	2.421	Chief of Design	[5M]	6M
6	2.422	Chief, Bureau of Engineering and Construction	[6M]	7M
7	2.516	Deputy Director of Public Works	[7M]	8M
8	2.628	Engineering Assistant	[21]	22
9	2.635	Engineering Associate I	[21]	22
10	2.636	Engineering Associate II	[24]	25
11	2.637	Engineering Associate III	[27]	28
12	2.638	Engineering Associate IV	[29]	30
13	2.641	Engineering Aide (40 Hours)	[17]	18
14	2.642	Instrument Operator (40 Hours)	[21]	22
15	2.647	[Party] SURVEY CREW Chief (40 Hours)	[25]	26
16	2.662	Public Services Estimator	[21]	22
17	2.711	Materials Inspector	[19]	21
18	2.717	Public Works Inspector (40 Hours)	[24]	25
19	2.718	Public Works Chief Inspector (40 Hours)	[29]	30
20	3.123	Accountant II - Certified	[29]	30
21	3.127	Chief Accountant	[4M]	5M
22	3.135	Investment Analyst I	[27]	28
23	3.139	Investment and Debt Management Administrator	[3M]	4M
24	3.205	Account Clerk I	[16]	17
25	3.206	Account Clerk II	[18]	19
26	3.207	Account Clerk III	[20]	21
27	3.212	Cashier	[20]	21
28	3.301	Data Processing Operator Trainee (40 Hours)	[17]	18
29	3.302	Data Processing Operator I (40 Hours)	[19]	20
30	3.303	Data Processing Lead Operator (40 Hours)	[23]	24
31	3.304	Data Processing Operator II (40 Hours)	[21]	22
32	3.312	Production and Security Technician	[19]	20
33	3.314	Data Processing Operations Supervisor	[27]	28
34	3.317	Data Processing Technician	[17]	18

1	3.322	Systems Programmer I	[27]	28
2	3.323	Systems Programmer II	[30]	31
3	3.324	Systems Programmer III	[32]	33
4	3.344	Office Automation Assistant	[24]	25
5	3.345	Office Automation Analyst	[27]	28
6	3.347	Local Area Network Administrator	[27]	28
7	3.348	Geographic Information Systems Analyst	[29]	30
8	3.412	Budget Analyst III	[4M]	5M
9	3.413	Deputy Director of Budget and Finance	[6M]	7M
10	4.108	Outreach Worker	[17]	18
11	4.119	Chief, Bureau of Disease Control	[4M]	5M
12	4.130	Chief of Administrative Support Services	[4M]	5M
13	4.231	Chief, Nursing Services	[4M]	5M
14	4.267	Chief, Long Term Care Services	[4M]	5M
15	4.306	Environmental Services Aide	[16]	17
16	4.310	Environmental Associate	[19]	21
17	4.323	Geohydrologist I	[27]	28
18	4.415	Chief, Bureau of Substance Abuse	[4M]	5M
19	4.435	Social Work Supervisor	[3M]	4M
20	4.436	Social Work Administrator	[4M]	5M
21	4.465	Chief, Mental Health Services	[4M]	5M
22	4.478	Deputy Health Officer	[6M]	7M
23	4.498	Human Services Program Supervisor	[28]	29
24	4.500	Supervisor of CountyRide	[29]	31
25	4.515	Senior Affairs Associate III	[29]	31
26	5.106	Recreation Community Supervisor I	[23]	25
27	5.107	Recreation Community Supervisor II	[27]	28
28	5.111	Recreation [Program] AREA Coordinator	[29]	31
29	5.120	Recreation and Parks Capital Project Coordinator	[29]	30
30	5.207	Recreation and Parks Maintenance Supervisor (40 Hours)	[29]	30
31	6.120	Code Inspection and Enforcement Officer I	[22]	23
32	6.121	Code Inspection and Enforcement Officer II	[25]	26
33	6.124	Code Inspection and Enforcement Officer III	[27]	28
34	6.137	Environmental Inspection and Enforcement Officer I	[24]	25

1	6.138	Environmental Inspection and Enforcement Officer II	[27]	28
2	6.218	Permit Processing Coordinator	[23]	24
3	6.219	Processing Supervisor	[25]	26
4	6.309	Fire Protection Engineer	[30]	31
5	7.112	Facilities Inspector	[24]	25
6	7.117	Custodial Worker III	[H15]	H17
7	7.128	Building Maintenance Supervisor - Non Licensed	[28]	29
8		(40 Hours) (Options)		
9	7.129	Building Maintenance Supervisor – Licensed	[30]	31
10		(40 Hours) (Options)		
11	7.135	Chief, Bureau of Building and Equipment Services	[5M]	6M
12	7.205	Parts Specialist I (40 Hours)	[17]	18
13	7.206	Parts Specialist II (40 Hours)	[20]	21
14	7.207	Storekeeper I (40 Hours)	[16]	17
15	7.208	Storekeeper II (40 Hours)	[19]	20
16	7.209	Stores Manager (40 Hours)	[23]	25
17	8.106	Central Printing Manager	[30]	31
18	8.111	Parts Manager (40 Hours)	[23]	25
19	8.202	Desktop Publishing Technician	[18]	19
20	8.203	Printing Technician	[16]	17
21	8.204	Web Page Design Coordinator	[22]	23
22	8.206	Graphic Designer	[21]	22
23	8.211	Electrician I	[H17]	H18
24	8.212	Electrician II	[H21]	H22
25	8.214	Plumber I	[H17]	H18
26	8.215	Plumber II	[H21]	H22
27	8.217	Heating and Air Conditioning Mechanic I	[H17]	H18
28	8.218	Heating and Air Conditioning Mechanic II	[H21]	H22
29	8.239	Laborer II	[H13]	H15
30	8.240	Public Works Technician I (Options)	[H13]	H15
31	8.241	Public Works Technician II (Options)	[H16]	H17
32	8.242	Public Works Technician III (Options)	[H18]	H19
33	8.243	Public Works Technician IV (Options)	[H19]	H20
34	8.244	Equipment Operator	[H15]	H16

1	8.245	Heavy Equipment Operator	[H17]	H18
2	8.246	Landfill Equipment Operator	[H19]	H20
3	8.247	Pipeline Maintenance Specialist	[H17]	H18
4	8.257	Recreation and Parks Maintenance Specialist Trainee	[H11]	H13
5	8.259	Recreation and Parks Maintenance Specialist I	[H13]	H15
6	8.260	Recreation and Parks Maintenance Specialist II	[H16]	H17
7	8.261	CountyRide Driver I	[H14]	H15
8	8.262	CountyRide Driver II	[H16]	H17
9	8.263	CountyRide Communications Technician I	[18]	19
10	8.264	CountyRide Communications Technician II	[20]	21
11	8.265	Environmental Operations Specialist I	[H13]	H15
12	8.266	Environmental Operations Specialist II	[H16]	H17
13	8.269	Communications Equipment Technician	[H22]	H23
14	8.286	Pumping Station Mechanic I	[H16]	H17
15	8.287	Pumping Station Mechanic II	[H18]	H19
16	8.288	Pumping Station Mechanic III	[H20]	H21
17	8.289	Pumping Station Electrician	[H22]	H23
18	8.290	Printing Equipment Mechanic	[21]	23
19	8.292	High Tree Trimmer	[H19]	H20
20	8.294	Offset Press Operator I	[17]	19
21	8.295	Offset Press Operator II	[19]	21
22	8.296	Photographic and Audiovisual Technician	[19]	21
23	8.298	Engineering Records Technician	[18]	19
24	8.299	Engineering Records Supervisor	[22]	23
25	8.312	Laborer II Trainee	[H11]	H13
26	9.128	Chief, Bureau of Utilities	[5M]	6M
27	9.229	Chief, Bureau of Solid Waste Management	[5M]	6M
28	9.317	Chief of Highways	[5M]	6M
29	10.103	Correctional Program Specialist (40 Hours)	[24]	25
30	10.110	Correctional Heating and Air Conditioning Mechanic	[H22]	H23
31	10.126	Correctional Commitment Specialist	[20]	21
32	10.127	Correctional Commitment Supervisor	[22]	23
33	10.347	Traffic Signal Maintenance Technician II	[H20]	H22
34	10.362	Traffic Inspector I	[21]	22

1	10.363	Traffic Inspector II	[24]	25
2	10.395	Chief, Bureau of Traffic Engineering and	[5M]	6M
3		Transportation Planning		
4	10.501	Police Services Officer I (40 Hours)	[19]	20
5	10.502	Police Services Officer II (40 Hours)	[21]	22
6	10.505	Quartermaster	[23]	25
7	10.506	Forensic Photographer	[22]	24
8	10.509	Fingerprint Technician	[21]	23
9	10.537	Forensic Laboratory Technician	[19]	21
10	10.540	Firearms and Tool Mark Examiner Trainee	[19]	21
11	10.541	Document Examiner Trainee	[19]	21
12	10.545	Fingerprint Technician Trainee	[19]	21

13 C.

14
15 The following job classification titles, codes, and grades in Section II, Baltimore County
16 Classification and Compensation Plans, are hereby repealed:

18	CODE	CLASS TITLE	GRADE
19	2.611	Drafting Technician	19
20	4.409	Certified Addictions Counselor	22

21
22 SECTION 3. BE IT FURTHER ENACTED, that Regulations 6.02 and 14.01 of the Compensation
23 Plan Rules and Regulations “Baltimore County Classification and Compensation Plans”, Section IV are
24 hereby repealed and reenacted with amendments to read as follows:

25 Regulation 6.02

26 Notwithstanding any other provision of this rule, an employee on Pay Schedule IV classified
27 as Sergeant and promoted to Lieutenant or an employee on Pay Schedule V classified as Fire
28 Lieutenant OR EMERGENCY MEDICAL SERVICES LIEUTENANT and promoted to Fire
29 Captain, shall be provided three (3) steps over the rate received immediately prior to such
30 promotion provided further that such promotion is effective on or after July 1, 2007. In no
31 case shall a promoted employee receive less than the minimum of the new grade.

32
33 Regulation 14.01

1 A bonus, equivalent to 5% of the annual salary, up to a maximum of [one
2 thousand dollars (\$1,000)] TWENTY FIVE HUNDRED DOLLARS (\$2,500)
3 and not to exceed one (1) per fiscal year for any employee on Pay Schedule I,
4 II, III, IV, V, VI, VII, VIII, XI, XII, and XIII may be made for highly
5 meritorious service. Such bonuses may be granted only in exceptional cases
6 and only when recommended by the Department Head, in writing, and
7 approved by the Director of Human Resources and the County Administrative
8 Officer, provided funds are available. Such bonuses shall not have any effect
9 on the scheduled date of subsequent annual merit increases. Such bonuses
10 shall be paid in a lump sum.

11
12 SECTION 4. AND BE IT FURTHER ENACTED, that Section 2 and Section 3 this Act, shall
13 take effect on January 1, 2008.

14
15 SECTION 5. AND BE IT FURTHER ENACTED, that this Act having been passed by the
16 affirmative vote of five members of the County Council, shall take effect on October 28, 2007.