



Legislation Details (With Text)

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**Title:** 1. \*\*\*RESOLUTION - 10th Amendment to FY 2019 Salary Resolution No. 2018-159, amending Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA) to retitle the classification of Inorganic Chemist to Chemist, retitling the classification of Airports Operations Officer to Airports Operations Officer I and amending its associated salary range, and adding the new classification of Airports Operations Officer II and providing a salary range for the respective class; amending Exhibit 7, Unit 7, Non-Supervisory Groups and Crafts (IBEW) to add the classification of Airports Electrician and providing a salary range for the respective class; amending Exhibit 14, Unit 14, Management Classes to add the classification of Airports Safety Management Systems Manager and providing a salary range for the respective class (Subject to Mayor’s Veto)  
2. \*\*\*RESOLUTION - 6th Amendment to the Position Authorization Resolution (PAR) No. 2018-158 adding one (1) Airports Safety Management Systems Manager, effective February 18, 2019 (Subject to Mayor’s Veto)

**Sponsors:** Personnel Services Department

**Indexes:**

**Code sections:**

**Attachments:** 1. Tenth Amendment to FY19 Salary Resolution No. 2018-159, 2. REDLINE\_Salary Tables\_10th Amendment, 3. FINAL\_Salary Tables\_10th Amendment, 4. Sixth Amendment to FY19 Position Authorization Resolution No. 2018-158

Date	Ver.	Action By	Action	Result
2/14/2019	2	City Council		adopted

**REPORT TO THE CITY COUNCIL**

**February 14, 2019**

**FROM:** JEFF CARDELL, Director  
Personnel Services Department

**BY:** SANDRA CHAVEZ MARTIN, Human Resources Manager  
Personnel Services Department

**SUBJECT**

1. \*\*\*RESOLUTION - 10<sup>th</sup> Amendment to FY 2019 Salary Resolution No. 2018-159, amending Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA) to retitle the classification of Inorganic Chemist to Chemist, retitling the classification of Airports Operations Officer to Airports Operations Officer I and amending its associated salary range, and adding the new classification of Airports Operations

Officer II and providing a salary range for the respective class; amending Exhibit 7, Unit 7, Non-Supervisory Groups and Crafts (IBEW) to add the classification of Airports Electrician and providing a salary range for the respective class; amending Exhibit 14, Unit 14, Management Classes to add the classification of Airports Safety Management Systems Manager and providing a salary range for the respective class **(Subject to Mayor's Veto)**

2. \*\*\*RESOLUTION - 6<sup>th</sup> Amendment to the Position Authorization Resolution (PAR) No. 2018-158 adding one (1) Airports Safety Management Systems Manager, effective February 18, 2019 **(Subject to Mayor's Veto)**

## RECOMMENDATION

It is recommended Council approve the Tenth Amendment to Salary Resolution No. 2018-159, effective February 18, 2019, to:

- Retitle the classification of Inorganic Chemist to Chemist in Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA);
- Retitle the classification of Airports Operations Officer to Airports Operations Officer I and amend the salary range in Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA);
- Add the respective salary range and new classification of Airports Operations Officer II in Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA);
- Add the respective salary range and new classification of Airports Electrician in Exhibit 7, Unit 7, Non-Supervisory Groups and Crafts (IBEW); and
- Add the respective salary range and new classification of Airports Safety Management Systems Manager in Exhibit 14, Unit 14, Management Classes.
- Delete page 3.2 of Exhibit 3 which inadvertently failed to be deleted during the 7<sup>th</sup> Amendment. No changes are made, just cleanup to accurately reflect the 7<sup>th</sup> Amendment.

It is also recommended Council approve the 6<sup>th</sup> Amendment to Position Authorization Resolution No. 2018-158, adding one position to the Airports Department.

## EXECUTIVE SUMMARY

In collaboration with the respective departments, Personnel Services is retitling two existing classifications and has developed three new classifications. The Inorganic Chemist, in Exhibit 3, is being retitled to Chemist to reflect that incumbents in the classification may perform functions which may involve organic and/or inorganic chemistry. The classification of Airports Operations Officer is being modified from a single level class to a dual/flex class which is resulting in the Airports Operations Officer class being retitled to Airports Operations Officer I and the new class of Airports Operations Officer II being created in Exhibit 3. The new classification of Airports Electrician has been created to better define the duties and responsibilities of the incumbents performing these tasks and will be added to Exhibit 7. The new classification of Airports Safety Management Systems Manager has been created to manage and administer a Safety Management System in compliance with FAA regulations and will be added to Exhibit 14.

## BACKGROUND

The Inorganic Chemist is being retitled to Chemist to more broadly describe the duties of incumbents in the classification, which may involve organic and/or inorganic chemistry functions. The title change will afford flexibility to better effectively recruit based on operational assignments. Current Inorganic Chemist incumbents will be retitled to Chemist following the adoption of the title change.

Personnel Services, in partnership with the Airports Department, has modified the classification of

Airports Operations Officer from a single level classification to a dual/flex classification as a result of an internal review of the class and to address the evolving needs of the Department. Airports Operations Officer I's are expected to progress with training and satisfactory performance to an Airports Operations Officer II. Incumbents in this series monitor the airfield, airport facilities, and personnel to ensure compliance with FAA and TSA standards. Current incumbents will be reclassified to the respective level (I or II) based on current time completed in the Airports Operations Officer classification.

In addition, the classification of Airports Electrician has been created to better define the duties and responsibilities currently being performed by Electricians at the Airports Department who perform work in an active airfield environment requiring strict communications protocols with Air Traffic Control. This new classification will have the same salary as Electrician, and current Electrician incumbents in the Airports Department will be reclassified following the adoption of this new classification.

Finally, the Airports Safety Management Systems Manager classification is being created to manage and administer a Safety Management System ("SMS") in compliance with FAA regulations. The SMS Manager will be responsible for developing, implementing, and managing the SMS in accordance with Federal rules and regulations; utilizing risk assessments and data analysis to identify the effectiveness of the SMS program; conducting research; and performing analysis of hazards. The PAR amendment resolution adds one position in the Department for this new classification.

The City provided notice to the respective bargaining units and the City has concluded its meet and confer obligation. The affected bargaining units concurred with the changes that are being presented to Council for approval.

The City Attorney's Office has approved the Tenth Amendment to Salary Resolution No. 2018-159 as to form.

## **ENVIRONMENTAL FINDINGS**

By the definition provided in the California Environmental Quality Act Guidelines Section 15378 this item does not qualify as a "project" and is therefore exempt from the California Environmental Quality Act requirements.

## **LOCAL PREFERENCE**

Local preference does not apply because this item does not involve public contracting or bidding with the City of Fresno.

## **FISCAL IMPACT**

Retitling the classification of Inorganic Chemist to Chemist in Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA) will not result in additional salary and benefit expenses.

Retitling the classification of Airports Operations Officer to Airports Operations Officer I and adding the new classification of Airports Operations Officer II in Exhibit 3, Unit 3, will result in increased salary and benefit expenses in Fiscal Year 2019 of approximately \$20,275 to Airports funds. The

additional expenses do not require additional appropriations for the Airports Department.

Adding the new classification of Airports Electrician in Exhibit 7, Unit 7, will not result in additional salary and benefit expenses.

Adding the new classification of Airports Safety Management Systems Manager in Exhibit 14, Unit 14, will result in increased salary and benefit expenses in Fiscal Year 2019 of approximately \$25,862 to Airports funds. The additional expenses do not require additional appropriations for the Airports Department.

**Attachments:**

Resolution: Tenth Amendment to FY19 Salary Resolution No. 2018-159

Salary Tables: Tenth Amendment to FY19 Salary Resolution No. 2018-159 - Redline

Salary Tables: Tenth Amendment to FY19 Salary Resolution No. 2018-159 - Final

Resolution: Sixth Amendment to FY19 Position Authorization Resolution No. 2018-158