



Agenda Item Summary Sheet

Item No: **E-8**
Meeting Date: **July 7, 2021**

Item Title: Consideration of housekeeping modifications to adopted Pay and Classification Plan

Item Summary:

The Town's Pay and Classification Plan was adopted June 16, 2021. Attached please find a revised Plan for Board consideration at the July 7th Board of Commissioners meeting with two modifications:

- Ocean Rescue Supervisor/Firefighter position moved to a Salary Grade 12
 - In accordance with recommendation from The MAPS Group
 - Becky Veazey of The Maps Group concurred with staff, after an internal comparison of duties between the Ocean Rescue Supervisor/Firefighter and Fire Captain positions, that the position should be moved to Salary Grade 12
- Fire Engineer position renamed to Fire Lieutenant position
 - In accordance with recommendation from The MAPS Group
 - It was felt that the Fire Lieutenant position more accurately reflects the rank structure in place
- The Office Manager positions in Police and Public Works have been revised to grade 8 based on additional review by the MAPS group

Number of Attachments: 1

Specific Action Requested:

Request Board approval of attached Pay and Classification Plan with the identified modifications.

Submitted By: Administration

Date: June 30, 2021

Finance Officer Comment:

I concur with the requests; No unbudgeted fiscal impact.

Signature: Amy Miller

Date: June 30, 2021

Town Attorney Comment:

N/A

Signature: John Leidy

Date: June 30, 2021

Town Manager Comment and/or Recommendation:

I concur - These requests were discussed and agreed upon by staff and Ms. Veazey.

Signature: Andy Garman

Date: June 30, 2021