

Introduced _____

Public Hearing _____

Council Action _____

Executive Action _____

Effective Date _____

County Council Of Howard County, Maryland

2010 Legislative Session

Legislative Day No. 5

Bill No. 22-2010

Introduced by: The Chairperson at the request of the County Executive

AN ACT amending the Classification Plan for Howard County; adding and amending certain class descriptions; amending certain class titles; providing for the application of this Act; and generally relating to amendments to the Howard County Classification Plan.

Introduced and read first time _____, 2010. Ordered posted and hearing scheduled.

By order _____
Stephen LeGendre, Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on _____, 2010.

By order _____
Stephen LeGendre, Administrator

This Bill was read the third time on _____, 2010 and Passed ____, Passed with amendments _____, Failed _____.

By order _____
Stephen LeGendre, Administrator

Sealed with the County Seal and presented to the County Executive for approval this ___ day of _____, 2010 at ___ a.m./p.m.

By order _____
Stephen LeGendre, Administrator

Approved/Vetoed by the County Executive _____, 2010

Ken Ulman, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; Strike-out indicates material deleted by amendment; Underlining indicates material added by amendment.

1 **WHEREAS**, Section 706 of the Howard County Charter and Section 1.201 of the
2 Howard County Code provide for the adoption of and amendment to the Classification Plan for
3 Howard County, which describes the qualifications, duties, and general requirements for each
4 class of positions within County government; and
5

6 **WHEREAS**, this amendment to the Classification Plan creates a new classification for
7 the position of Medical Director within the Department of Fire and Rescue Services; reverses the
8 titles of Assistant Chief and Deputy Chief within the Department of Fire and Rescue Services;
9 and amends the job description for the position of Info Systems Services Admin within the
10 Department of Technology and Communication Services; and
11

12 **WHEREAS**, under Section 1.201(c) of the County Code, the Classification Plan, and any
13 amendments thereto, are adopted by the County Council as attachments to the Council Bill
14 through which the County Council exercises its legislative action on the Classification Plan.
15

16 **NOW, THEREFORE,**
17

18 *Section 1. Be It Enacted by the County Council of Howard County, Maryland that it adopts*
19 *amendments to the Classification Plan of Howard County, as attached to this Bill.*
20

21 *Section 2. And Be It Further Enacted by the County Council of Howard County, Maryland,*
22 *that this Act shall apply beginning with the first pay date after July 1, 2010.*
23

24 *Section 3. And Be It Further Enacted by the County Council of Howard County, Maryland,*
25 *that this Act shall become effective 61 days after its enactment.*

**OCCUPATIONAL GROUP 2. UNIFORMED PUBLIC SAFETY
CLASS FAMILY 2-5 FIRE OPERATIONS, MANAGEMENT, & SUPPORT**

| No. | Class Title | Class Description | Min. Educ. | Min. Exper. | Lisc./Cert. | FLSA |
|------|-------------------------------|---|---|--|---|------|
| 2519 | CHIEF, FIRE & RESCUE SERVICES | Performs executive level fire and rescue operations work under executive direction. Work includes directing the general operation of the Department of Fire and Rescue Services, advising the County Executive and County Council on related issues, and developing the departmental and related capital budget program. | Bachelor Degree | 10 Years | N/A | E |
| 2518 | MEDICAL DIRECTOR | PROVIDES OVERSIGHT AND CONSULTATIVE SERVICES TO EMERGENCY MEDICAL SERVICE (EMS) OPERATIONS OF THE DEPARTMENT OF FIRE AND RESCUE SERVICES. CONDUCTS AUDITS, REVIEWS PROTOCOLS, DEVELOPS TRAINING, EVALUATES CERTIFICATIONS, MAY PARTICIPATE IN PRE-HOSPITAL CARE, AND ENSURES COUNTY COMPLIANCE WITH COMAR AND MIEMSS. | DOCTORATE DEGREE | 5 YEARS OF BOARD CERTIFIED EXPERIENCE IN EMERGENCY MEDICINE | LICENSED BY THE STATE OF MARYLAND TO PRACTICE MEDICINE | E |
| 2517 | [[ASSISTANT]] DEPUTY CHIEF | Performs advanced administrative fire and rescue operations work under executive level direction. Work includes managing assigned groups of departmental personnel as established by the Chief of Fire and Rescue Services and acting as the Chief during absences. Work also includes assisting the Chief of Fire and Rescue Services in establishing departmental policies, goals, objectives, and budgets. | Bachelor Degree | 8 Years | Class C Maryland Driver's License | E |
| 2515 | [[DEPUTY]] ASSISTANT CHIEF | Performs mid-management and advanced level fire and rescue operations work under general supervision from an administrative or technical superior. Work includes responsibility for the efficient operation of a major bureau within the Department of Fire and Rescue Services and assisting in formulating and implementing departmental goals and objectives. Work also includes monetary responsibility for preparation and monitoring of bureau budgets. | High School Diploma or GED and 90 college credits | Serve satisfactorily for 1 year at the level of a Howard County Fire Captain | General Order 100.04 License and Certification Maintenance. | E |

**OCCUPATIONAL GROUP 4. FIELD AND TECHNICAL SERVICES
CLASS FAMILY 4-2 TECHNICAL SERVICES, MANAGEMENT, & SUPPORT**

| No. | Class Title | Class Description | Min. Educ. | Min. Exper. | Lisc./Cert. | FLSA |
|------|---|--|-------------------|-------------|-------------|------|
| 4223 | DIR, TECHNOLOGY AND COMMUNICATIONS SERVICES | Performs executive level technology and communication services work under executive direction. Work includes researching operational efficiencies and advising the County Executive on government performance improvements; directing the general operation of the Department of Technology and Communication Services; advising the County Executive, County Council, and others on related issues; and developing and monitoring the departmental budget program. | Bachelor*s Degree | 10 Years | N/A | E |
| 4221 | INFO SYSTEMS SERVICES ADMIN | Performs advanced administrative level technology and communication services work under executive level direction. ASSISTS THE DIRECTOR IN THE OVERALL ADMINISTRATION OF THE DEPARTMENT OF TECHNOLOGY AND COMMUNICATIONS SERVICES. Work includes developing and maintaining effective information systems for the County government; managing the Data Processing Division; and supervising personnel. Work also includes developing the data processing operating and capital budget and all subsequent expenditures. | Bachelor*s Degree | 7 Years | N/A | E |