



THE PRINCE GEORGE'S COUNTY GOVERNMENT


Office of Audits and Investigations

September 20, 2022

FISCAL AND POLICY NOTE

TO: Robert J. Williams, Jr.
Council Administrator

William M. Hunt
Deputy Council Administrator

FROM: Josh Hamlin 
Director of Budget and Policy Analysis

RE: Policy Analysis and Fiscal Impact Statement
CB-100-2022, Classification Plan

CB-100-2022 (*Proposed and presented by:* The Chair of the Council at the request of the County Executive)

Assigned to the Government Operations and Fiscal Policy (GOFP) Committee

AN ACT CONCERNING THE CLASSIFICATION PLAN FOR PRINCE GEORGE'S COUNTY for the purpose of adding and amending classes of work to the Classification Plan of the County.

Fiscal Summary

Direct Impact:

Expenditures: Increased expenditures of approximately \$54,466.

Revenues: None.

Indirect Impact:

None.

Legislative Summary:

CB-100-2022 proposed by the Chair at the request of the County Executive, was presented on September 13, 2022, and referred to the Government Operations and Fiscal Policy (GOF) Committee. CB-100-2022 would add/amend the Prince George's County Classification Plan¹ for four (4) single position classes of work: Police Chief, Assistant Chief of Police, Fire Chief, and Deputy Chief, Fire/EMS Department.

Current Law/Background:

Section 903 of the County Charter provides that:

Salaries and wages of both classified and exempt service employees shall be determined in accordance with classification and salary plans. Except as otherwise provided herein, for such plans to become effective, they shall be submitted by the County Executive to the Council for legislative action thereon. If the Council fails to take final action upon a salary plan within sixty calendar days of its submission to the Council by the County Executive, then such plan shall stand approved. Classification plans for positions uniquely within the Legislative Branch shall be adopted by resolution of the Council.

Section 16-125 of the County Code, which governs the transmittal, review, and approval of Classification, Salary, and Executive Pay Plans, reads as follows:

- (a) Pursuant to Section 903 of Article IX of County Charter, the County's Classification and Salary Plans, and/or any proposed amendments thereto, shall be transmitted by the County Executive to the County Council for legislative action thereon. The Classification Plan and/or any proposed amendments thereto shall be transmitted in bill form. The Salary Plan and/or any proposed amendments thereto shall be transmitted in resolution form.
- (b) Upon the initial receipt of the Classification or Salary Plans and/or any proposed amendments thereto from the County Executive, the County Council shall transmit copies thereof to the County Personnel Board for the Board's comments and recommendations thereon, if any.
- (c) The County Council may amend all or any part of the Classification or Salary Plans and/or any proposed amendments thereto, except for the addition of items thereto governing employees in the Executive Branch, prior to taking final legislative action thereon pursuant to Section 317 of Article III of County Charter. However, the Salary Plan and/or any proposed amendments thereto shall stand approved if the County Council fails to take final legislative action

¹ Classification Plan, Prince George's County, revised 9/2020

thereon within sixty (60) calendar days after the date of transmittal thereof by the County Executive.

- (d) The procedures stipulated in Subsections (a) and (c) of this Section as applicable to the transmittal, review, and approval of the Salary and Classification Plans and/or proposed pay amendments thereto, shall be similarly applicable to the transmittal, review, and approval of the County's Executive Pay Plan and/or any proposed amendments thereto.

In accordance with §16-125(a), the amendments to the Classification Plan proposed in CB-100-2022 are in bill form.

Resource Personnel:

- Christina Noone, Administrative Assistant, OHRM
- Shawn Y. Stokes, Director, OHRM

Discussion/Policy Analysis:

The Office of Human Resources Management (OHRM) conducted an analysis of pay, job duties, and responsibilities of the Chief of the Police and Fire/EMS Departments as well as the second in command positions within the Police and Fire/EMS Departments. The review assessed and evaluated the duties, tasks, and responsibilities of the classes of work, as well as determine if the rates of pay for the positions were competitive and supported the County's ability to attract and retain qualified individuals. Based on the review, the Director of OHRM recommends proposed changes to the Classification Plan for Prince George's County. The proposed changes would establish the following classifications:

3203G Police Chief, G39
(\$119,837 - \$249,756)

3204G Assistant Chief of Police, G36
(\$103,519 - \$215,748)

3334G Fire Chief, G39
(\$119,837 - \$249,756)

3335G Deputy Chief, Fire/EMS, G36
(\$103,519 - \$215,748)

Fiscal Impact:

Direct Impact

Enactment of CB-100-2022 will have an adverse direct fiscal impact of approximately \$54,466 according to the Office of Management and Budget. The realized fiscal impact of Classification adjustments to affect the Police Chief and the Fire Chief could be up to \$39,874, while those to affect the Assistant Chief of Police and the Deputy Chief of Fire/EMS could cost up to \$14,592.

Indirect Impact

Enactment of CB-100-2022 should have no indirect fiscal impact on the County.

Appropriated in the Current Fiscal Year Budget

N/A.

Effective Date of Proposed Legislation:

The proposed Bill shall take effect forty-five (45) calendar days after it becomes law.

If you require additional information, or have questions about this fiscal impact statement, please call me.