

PRINCE GEORGE'S COUNTY COUNCIL

COMMITTEE REPORT

2024 Legislative Session

Reference No.: CR-82-2024

Draft No.: 1

Committee: GOFP

Date: Sept 26, 2024

Action: FAV

REPORT: Committee Vote: Favorable 3-0 (Council Members Watson, Hawkins, and Dernoga) (CM Oriadha not present during vote, CM Harrison absent)

The Prince George's County Council's Government Operations and Fiscal Policy Committee convened on September 26, 2024, to consider **CR-082-2024** a resolution concerning adjustments to Approved Position Grades for the purpose of adjusting the number of positions in certain grades. Section 815(b) of the County Charter provides that during any fiscal year, no agency of the County government may exceed the number of positions in each grade for that agency as approved in the operating budget without prior approval of the County Council.

The proposed changes for FY 2025 are in the Office of Information Technology, Office of Law, Circuit Court, Police Department, Fire/EMS Department, Homeland Security, Department of Environment, Department of Permitting Licensing and Enforcement, Department of Social Services, and the Health Department. Details of the changes are listed in Attachment A.

The Office of Law has reviewed CR-82-2024 and finds it to be in proper legislative form with no legal impediments to its adoption.

The adoption of CR-82-2024 will not have a negative fiscal impact on the County.

After discussion, the Government Operations and Fiscal Policy Committee voted favorably 3-0.

ATTACHMENT A:**Office of Homeland Security**

The Office of Homeland Security is requesting to reallocate one position. The authorized staffing count does not change.

❖ General Fund:

- Grade increase of an Administrative Aide 2P (FT - P15) position to an Administrative Aide 3P (FT - P17) position due to the result of a position classification review audit approved by OHRM.

Circuit Court

The Circuit Court is requesting to reallocate three positions. The overall authorized staffing count does not change.

❖ General Fund:

- Reallocation of a Facilities Manager G (FT – G28) position to an Administrative Specialist 2G (FT- G31) position to meet agency operational needs.
- Grade increase of an Administrative Aide 3G (FT – G17) position to an Administrative Assistant (FT- G21) position to meet agency operational needs.
- Upward reallocation of a General Clerk 2G (FT – G08) position to an Administrative Aide 2G (FT- G15) position to meet agency operational needs.

Department of the Environment

The Department of the Environment is requesting to reallocate seven positions. The overall authorized staffing count does not change.

❖ General Fund:

- Grade increase of **two** Animal Control Officer 1A (FT – A15) positions to an Animal Control Officer 3A (FT- A19) positions to maintain an organizational structure that is aligned with the Department’s strategic goals.
- Grade increase of an Administrative Assistant 4G (FT – G27) position to an Administrative Specialist 1G (FT- G29) position due to the results of a position classification review audit approved by OHRM.
- Upward reallocation of an Animal Control Officer 1A (FT – A15) position to an Animal Control Officer 4G (FT- G22) position to provide the appropriate leadership at the animal shelter to achieve established initiatives and priorities.

❖ Solid Waste Fund:

- Grade increase of a Property Standards Inspector 4A (FT – A25) position to a Refuse Collection Supervisor G (FT- G26) position to provide the appropriate supervisory leadership and management of existing and proposed resources supporting the waste collection program priorities and initiatives in the Resource Recovery Division.

❖ Stormwater Management Fund:

- Grade increase of an Engineer 3G (FT – G28) position to an Administrative Specialist 1G (FT- G29) position to provide financial and project expertise and program leadership to support the Clean Water Partnership Program.
- Upward reallocation of an Engineering Technician 4A (FT – A22) position to an Engineer 1G (FT- G23) position to meet the agency’s organizational needs.

Office of Information Technology

The Office of Information Technology is requesting a technical correction regarding one position. The authorized staffing count does not change.

❖ Internal Service Fund:

- Correction to grade for one Administrative Specialist 4G position from a G-33 to a G-35 position based on the County’s classification plan. This position was incorrectly identified as a G-33 position in Exhibit 6 of the budget ordinance.

Fire/EMS Department

The Fire/EMS Department is requesting to add seven new positions and reallocate two positions. The overall staffing count increases by seven.

❖ General Fund:

- Upward reallocation of an Administrative Specialist 1G (FT – G29) position to an Administrative Specialist 2G (FT – G31) position due to the results of a position classification audit review from OHRM.
- Increase in staffing by seven Fire Fighter 1Y (FT-Y01) positions as a technical correction to the FY 2025 approved budget authorized staffing count.
- Upward reallocation of a Fire Fighter 2Y (FT-Y02) position to a Fire Fighter Medic Technician-Y (FT-Y13) position to meet agency operational needs.

Office of Law

The Office of Law is requesting to create one new general fund position. The overall authorized staffing count will increase by one position in FY 2025.

❖ General Fund:

- Creating one new Attorney 5G (FT-G33) position to support the Housing Authority. The total number of Attorney 5G (FT-G33) positions increases from eight to nine.

Department of Permitting, Licensing and Enforcement

The Department of Permitting, Licensing and Enforcement is requesting to reallocate one position. The overall authorized staffing count does not change.

❖ General Fund:

- Upward grade reallocation of a Permits Specialist 2A (FT – A13) position to an Engineering Technician 4A (FT- A22) position to meet agency operational needs.

Police Department

The Police Department is requesting to reallocate three positions. The overall authorized staffing count does not change.

❖ General Fund:

- Reallocation of a Forensic Latent Print Examiner 4G (FT – G29) position to a Laboratory Manager-G (FT- G31) position based on an Office of Human Resources Management (OHRM) desk audit.
- Grade increase of a General Clerk 4P (FT – P12) position to an Administrative Aide 1P (FTP13) position based on an OHRM desk audit.
- Upward reallocation of a Forensic Chemist 3P (FT – P24) position to a Forensic Chemist 4G (FT- G29) position based on an OHRM desk audit.

Health Department

The Health Department is requesting to reallocate 10 positions and create one new position. The overall authorized staffing will increase by one position in FY 2025.

❖ Grant Fund:

- Grade increase of a Community Developer 2G (FT-A21) position to a Community Developer 4G (FT-A27) position to support the Maryland Opioid Rebate Fund grant program. This position is essential to assignments in the areas of community liaison development/advocacy or social services among client populations.
- Upward reallocation of an Administrative Assistant 2A (FT-A21) position to a Community Developer 4A (FT-A27) position to support the successful implementation of the System of Care grant over the next five years.
- Grade increase of a Community Development Assistant 2A (FT-A21) position to a Community Developer 3A (FT-A27) position to support the continued administrative operations of the Federal Fund Adult Treatment Grant, Reentry Support Program.
- Increase in staffing by one new Community Developer 4A (FT-A27) position. This position will support the successful implementation of the System of Care grant over the next five years.
- Reallocation of an Administrative Specialist (LTGF-G29) position to a Public Health Program Chief-G (FT-G29) to support the provision of services required for the Prince George's County Community Case Management related programs.
- Upward reallocation of a Planner 1A (FT-A18) position to a Planner 4G (FT-G27) position to aid in the progress and success of agency efforts toward accreditation for the Public Health Infrastructure grant program.
- Grade increase of a Community Development Assistant 1G (LTGF-G12) position to a Community Development Assistant 3G (LTGF-G17) position to support the enrollment of patients into the National Diabetes Prevention Program and Medicare Diabetes Prevention Program for the Prevention Link grant program.

- Reallocation of a Community Developer 2A (FT-A21) position to a Community Developer 3A (FT-A24) position to assist with project planning, coordination, and program monitoring for the Local Behavioral Health Authority Core Services Administrative Grant program.
- Grade increase of a General Clerk 3A (FT-A10) position to a Community Development Assistant 2A (FT-A14) position to screen, interview clients to determine program eligibility, collect and analysis data for the General Medical Assistance Transportation grant program.
- Upward reallocation of a General Clerk 3A (FT-A10) position to a Community Development Assistant 2A (FT-A14) position to screen, interview clients to determine program eligibility, collect and analysis data for the General Medical Assistance Transportation grant program.
- Grade increase of an Account Clerk 4A (LTGF-A15) position to a Planner 2G (LTGF-G21) position to support continued programmatic operations in the Public Health Emergency Preparedness grant program.

###