

# Prince George's County Council

## Agenda Item Summary

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**Meeting Date:** 11/17/2015  
**Reference No.:** CB-063-2015  
**Draft No.:** 1  
**Proposer(s):** County Executive  
**Sponsor(s):** Franklin, Turner  
**Item Title:** An Act amending Prince George's County's Classification Plan to add the Public Information Officer class series and to amend the Emergency Dispatch Aide and Emergency Dispatcher class series

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**Drafter:** Valerie A. Farrar, Office of Human Resources Management  
**Resource Personnel:** Stephanye R. Maxwell, Office of Human Resources Management

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### LEGISLATIVE HISTORY:

<b>Date Presented:</b>	9/9/2015	<b>Executive Action:</b>	11/25/2015 S
<b>Committee Referral:</b>	9/9/2015 - PSFM	<b>Effective Date:</b>	1/11/2016

**Committee Action:** 10/7/2015 - FAV

**Date Introduced:** 10/20/2015  
**Public Hearing:** 11/17/2015 - 10:00 AM

**Council Action (1)** 11/17/2015 - ENACTED  
**Council Votes:** DLD:A, MRF:A, DG:A, AH:A, ML:A, OP:A, DT:A, KT:-, TT:A  
**Pass/Fail:** P  
**Remarks:**

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### AFFECTED CODE SECTIONS:

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### COMMITTEE REPORTS:

**Public Safety and Fiscal Management** **Date 10/7/2015**

Committee Vote: Favorable 4-0 (In Favor: Council Members Harrison, Lehman, Taveras and Turner)

CB-63-2015 as proposed will amend the Emergency Dispatch Aide and Emergency Dispatcher class series in the County's Classification Plan. This includes adding a supervisor level to the Emergency Dispatch Aide (Public Safety Emergency Call Taker class series) and a Public Safety Communications Operations Supervisor class series, as deemed necessary based on the results of an agency audit conducted by the Office of Human Resources Management. The bill also seeks to create a Public Information Officer class series to accommodate a growing need within the County, and to reduce the use of the Administrative Assistant class of work.

The Office of Law has reviewed this legislation and finds it to be in proper legislative form with no legal impediments to its enactment.

The Office of Audits and Investigations finds that enactment of CB-75-2015 will have a negative fiscal impact on the County as a result of the modification made to the Emergency Dispatch Aide classification of work. The estimated

fiscal impact is \$62,616 on the County's General Fund.

After discussion, the PSFM Committee voted 4-0 favorably on the bill.

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**BACKGROUND INFORMATION/FISCAL IMPACT:**

(Includes reason for proposal, as well as any unique statutory requirements)

This Bill is submitted pursuant to Section 903 of Article IX of the Prince George's County Charter and Section 16-125(a) of the Prince George's County Code. It proposes to add the Public Information Officer class series and amend the Emergency Dispatch Aide and Emergency Dispatcher class series.

A classification study was conducted which revealed the following amendments and additions needed to be made to the Classification Plan: (1) the Emergency Dispatch Aide and Emergency Dispatcher class series should be amended to include relevant duties, certifications, and changes in class title to best reflect the class of work; (2) a supervisor level needs to be added to the Emergency Dispatch Aide class series (Public Safety Emergency Call Taker III); and (3) a Public Information Officer class series needs to be added to the County's Classification Plan to accommodate a growing need within the County, and to reduce the use of the Administrative Assistant class of work.

The proposed legislation implements these changes. The fiscal impact will be provided by the Office of Management and Budget.

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**CODE INDEX TOPICS:**

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**INCLUSION FILES:**

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