



THE PRINCE GEORGE'S COUNTY GOVERNMENT

Office of Audits and Investigations


March 15, 2022

FISCAL AND POLICY NOTE

TO: Robert J. Williams, Jr.
Council Administrator

William M. Hunt
Deputy Council Administrator

THRU: Josh Hamlin 
Director of Budget and Policy Analysis

FROM: Isabel Williams 
Senior Legislative Budget and Policy Analyst

RE: Policy Analysis and Fiscal Impact Statement
CR-016-2022, Compensation and Benefits – Salary Schedule S-O

CR-016-2022 (*Proposed by: The Chair at the request of the County Executive*)

Assigned to the Committee of the Whole

A RESOLUTION CONCERNING COMPENSATION AND BENEFITS, SALARY SCHEDULE "S-O" for the purpose of amending the Salary Plan of the County to reflect pay rates and other modified benefits for Sheriff Officials.

Fiscal Summary

Direct Impact:

Expenditures: Increased expenditures of \$162,946 in FY 2022.

Revenues: None.

Indirect Impact:

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None.

Legislative Summary:

CR-016-2022 was proposed by the County Executive and introduced on March 8, 2022 and referred to the Committee of the Whole (COW). CR-016-2022 would amend the Salary Plan for Sheriff Officials, Salary Schedule S-O, effective July 1, 2020 through June 30, 2022.

Current Law/Background:

Prince George's County Code Section 903 states, "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 governs the transmittal, review, and approval of Classification, Salary, and Executive Pay Plans. Salary Plans and/or any proposed amendments thereto shall be transmitted in resolution form per §16-125(a). Under §16-125(c), the Salary Plan and/or any proposed amendments thereto shall stand approved if the County Council fails to take final legislative action thereon within sixty (60) calendar days after the date of transmittal thereof by the County Executive.

Resource Personnel:

- Christina Noone, Administrative Assistant, OHRM
 - Shawn Y. Stokes, Director, OHRM
 - Angela M. Beasley, Esq., Deputy Director, OHRM
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Discussion/Policy Analysis:

Salary Schedule S-O governs the wages and benefits for certain County Sheriff Officials, including Captains and Majors, in the Office of the Sheriff. CR-016-2022 provides amendments to Salary Schedule S-O, as detailed below:

Details of modifications to the Salary Schedule S-O are presented in the County Executive's Cover Letter and Settlement Summary for the proposed legislation. Notable modifications to the Salary Plan are as follows:

Merit Increases:

- There will be no merit increases for FY 2021 or FY 2022.

Uniform Wage Scale

- All covered employees will be placed on the modified wage scale for the pay period beginning October 10, 2021. Additionally, employees with anniversary dates from October 11, 2021 through June 30, 2022 will receive a merit increase on their anniversary date if they receive a satisfactory performance evaluation.

Cost of living:

- Employees will not receive cost-of-living increases (COLA's) in FY 2021 or FY 2022.

Retroactive COVID-19 hazard pay:

- Essential *Public Facing* employees that reported to work from September 27, 2020 through April 24, 2021, will be entitled to receive a stipend in the amount of \$350.00 per pay period. For an employee to receive the Retroactive COVID-19 Hazard Pay, an employee must have worked 75% of their scheduled hours. If an employee worked less than 75% of their scheduled hours, the COVID-19 Hazard Pay shall be prorated accordingly. For purposes of clarity, an essential public facing employee is one who, during the performance of their assigned duties, must have substantial direct contact with the public and other employees thus increasing their risk of exposure to COVID-19. Telework hours performed by an employee do not qualify for Retroactive COVID-19 Hazard Pay.

Equipment:

- Effective the first full pay period of July 2021, all Sheriff Officials will receive an initial issue of a reflective, fluorescent safety vest.

Fiscal Impact:

Direct Impact

- Adoption of CR-016-2022 is estimated to have a total adverse fiscal impact to the County for fiscal year 2022 of approximately \$162,946 as a result of the proposed modifications to the salary schedule and hazard pay. The equipment costs were absorbed in previous budgets. The major components of this cost are shown in the table below:

<u>FY 2022</u>	
Modified Wage Scale	\$115,696
Hazard Pay	\$47,250
Total	\$162,946

The cost of the equipment (reflective vests) was absorbed for the fiscal years considered, since they were an upfront purchase already being made. Therefore, the cost was considered non-consequential.

Indirect Impact

Adoption of CR-016-2022 should not have an indirect fiscal impact on the County.

Appropriated in the Current Fiscal Year Budget

No.

Effective Date of Proposed Legislation:

The proposed Resolution shall be effective on the date of adoption and unless otherwise stated in a specific provision, shall be retroactive to July 1, 2020.

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