



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date:	Aug. 8, 2022
Department:	Administrative Services/Police
Agenda Section:	Consent
Public hearing:	No

PRESENTER/INFORMATION CONTACT

Haley Bizzell Human Resources Manager
Duane Hampton Chief of Police

ITEM TO BE CONSIDERED

Subject: Classification and Pay Amendments

Attachments:

1. Proposed salary schedule
2. Police Department full time equivalent (FTE) schedule
3. Environmental Engineering Supervisor (FTE) schedule

Summary:

The Police Department completed an organizational restructure that helps prepare for future succession, defines roles and responsibilities for supervisors, allows for better dedicated field supervision, and reduces the Chief's workload and number of direct reports. The restructure increases supervision without increasing the overall number of supervisors.

The restructure involves adding the classification of Police Major who report directly to the Chief. The purpose of this classification is to direct, develop, plan, and control the operations of a major division of the police department in order to preserve public peace, to protect lives, property and rights of the public; and to enforce statutory law and municipal ordinances.

It's proposed that the Police Major classification be added to the town's salary schedule with a salary range of \$67,082 - \$107,331.

This item will also amend the adopted Authorized Positions Full Time Equivalents Schedule document to reflect the proposed implementation of the reorganization for the Police Department.

In addition, this item will update the engineering manager classification to environmental engineering supervisor. The updated position title better fits with the job duties and responsibilities. The salary grade and range for this classification will not change.

Financial impacts:

Promotional salary increases for two employees at 5% each.

Staff recommendation and comments:

Approve the addition of Police Major classification to the town's salary schedule. Approve the classification revision from engineering manager to environmental engineering supervisor.

Approve the updated Authorized Positions Full Time Equivalents Schedule document.

Action requested:

Approve the salary schedule as presented.

Approve the updated Authorized Positions Full Time Equivalents Schedule document.