



Minutes - Final

Human Resources, Administration and Appointments Committee

Wednesday, March 16, 2016

5:30 PM

Roll Call: Chairperson Affa, Councilpersons MacLean and McGuire

15-551 Bill 8 HR, Admin and Appts - Affa
Amending the 2016 General Fund budget by deleting the position of Legal Administrative Assistant (05N) and adding the position of Executive Legal Administrative Assistant (07N).

Sponsors: Administration

Attachments: [Bill 8 Legal Reorg Ordinance](#)
[Legal Reorg Memo](#)

Ms. Candida Affa asked are there any comments from my colleagues.

Mr. Fran Dougherty thanked Ms. Affa for having the meeting and considering Bills 8 and 9. These two proposals have to be taken in totality. It would save the General Fund from \$9,000 - \$10,000. One is adding additional dollars to upgrade a position and the second is downgrading a position. Bill 8 reclasses the position from a 05N to a 07N.

Ms. Fran Fruhwirth stated that this is part of attorney Wilds overall strategy to improve efficiencies and competencies within the office.

Ms. Fran Fruhwirth stated that this is part of attorney Wilds overall strategy to improve efficiencies and competencies within the office. We have three new attorneys. We support the Bills.

Ms. Candida Affa asked any other comments. Any comments from my colleagues or the public.

A motion was made by Roger MacLean, seconded by David McGuire, that this Ordinance be approved. The motion carried by the following vote:

Yes: 3 - Candida Affa, Roger MacLean and David McGuire

Enactment No: 15274

15-562 Bill 9 HR, Admins and Appts - Affa
Minor Amendment - \$43,169 (7N) and new net \$4,853
Amending the 2016 General Fund budget by deleting the position of

Executive Secretary to the Managing Director (09N) and adding the position of Administrative Assistant (07N).

Sponsors: Administration

Attachments: [Bill 9 Ordinance for Administrative Assistant Mayor's Office](#)
[Administrative Assistant Memo](#)

Mr. Fran Dougherty stated that this is Bill 9. When I was assessing our own office in the Mayor's suite, I came to a realization that I did not need a 09N at that pay scale. This all transpired as a result of Diane Miller retiring and Karen Lore moving into her spot. It will save the General Fund some monies.

Ms. Candida Affa asked any comments.

Mr. Roger MacLean stated that Karen has taken Diane's spot. This will still bump Karen up a little bit or will she remain the same.

Mr. Fran Dougherty stated that she was bumped up when she moved in that position. Diane had longevity on her. It wasn't dollar for dollar.

Ms. Candida Affa asked any comments or comments from the public.

A motion was made by David McGuire, seconded by Roger MacLean, that this Ordinance be approved. The motion carried by the following vote:

Yes: 3 - Candida Affa, Roger MacLean and David McGuire

Enactment No: 15275

New Business

Adjourned: 5:35 PM