

# MEMORANDUM

## CITY OF PHILADELPHIA OFFICE OF HUMAN RESOURCES

**Date:** February 17, 2016

**To:** Distribution

**From:** Billy Collins, Human Resources Technical Specialist

**Subject:** Civil Service Commission Agenda – February 17, 2016

### I. CLASSIFICATION AND PAY ITEMS

| NO. | CLASS CODE | CLASS TITLE  | NATURE OF ACTION  | SAL. RANGE | CSC ACTION of 2/17/16 |
|-----|------------|--|---|------------|-----------------------|
| 1.  | 6G90       | L&I Code Enforcement Inspector                                   | Abolition of class  | CPM 15-20  | Approved              |
| 2.  | 6H90       | L&I Building Inspector   | Abolition of class  | CPM 20-25  | Approved              |
| 3.  | 1B80       | Payment Processing Clerk 1                                       | Change in class specification                             | 7          | Approved              |
| 4.  | 1B81       | Payment Processing Clerk 2                                       | Change in class specification                             | 8          | Approved              |
| 5.  | 1B83       | Payment Processing Supervisor<br>(Revenue)<br>(Sheriff's Office) | Change in class specification and addition of specialties | 14         | Approved              |
| 6.  | 1E03       | Information Management Analyst 2                                 | Change in class specification                             | EP19       | Approved              |
| 7.  | 1E04       | Information Management Analyst 3                                 | Change in class specification                             | EP21       | Approved              |
| 8.  | 2C41       | Health and Human Services Program Budget Supervisor              | Change in class specification                             | N21        | Approved              |
| 9.  | 6D04       | Juvenile Detention Facility Guard (General) (Bilingual)          | Establishment of class                                    | 39         | Approved              |
| 10. | 6D05       | Juvenile Detention Facility Guard Supervisor                     | Establishment of class                                    | 42         | Approved              |
| 11. | 6D06       | Juvenile Detention Facility Guard Manager                        | Establishment of class                                    | 45         | Approved              |

## II. Schedule of Pay Ranges in Annual Amounts

| Pay Schedule                                   | Action      | CSC Action of 2/17/2016 |
|--|-------------|-------------------------|
| District Council 33 Career Progression Classes | Abolishment | Approved                |

## III. CIVIL SERVICE REGULATIONS

| REGULATION NUMBER | REGULATION  | ACTION      | CSC ACTION of 2/17/2016 |
|-------------------|---|-------------|-------------------------|
| 2.04              | Appropriate, Related Eligible List  | Revision    | Approved                |
| 10.0911           | Appointment through certification from such list to fill a permanent position   | Revision    | Approved                |
| 5.158             | Classes Eligible for In-Position Promotion  | Revision    | Approved                |
| 6.273             | EMPLOYEES IN THE CLASSES OF SOCIAL WORK SERVICES MANAGER 2 (5A07) OR LIBRARIAN 2 (9B03) WHO RECEIVE AN ADVANCED DEGREE IN A FIELD RELATED TO THE EMPLOYEE'S JOB DUTIES ON OR AFTER MAY 13, 1994 | Revision    | Approved                |
| 6.28              | LUMP SUM EDUCATION AND CERTIFICATION BONUS  | Abolishment | Approved                |
| 6.31              | CREDENTIAL BASED PAY - EMPLOYEES WHO SECURE AND MAINTAIN PROFESSIONAL CREDENTIALS   | Revision    | Approved                |

### Distribution:

|                |             |                    |                        |
|----------------|-------------|--------------------|------------------------|
| A. D'Attilio   | C. Wright   | B. Collins         | P. Fitzgerald          |
| C. O'Leary     | J. LaBletta | M. Marchetti-Brock | R. Fitzmartin, Finance |
| B. Albert      | G. Harper   | T. Bryant          | V. Hayes, Finance      |
| I. Tankelewicz | N. Cox      | B. LaRocca         | D. Villela             |
| C. Gilmore     | M. Agelakis | J. Lomax           | D.C. 33                |
| J. Elfrey      | W. Twardzik | L. Thompson        | D.C. 47                |
| M. Tsang       |             |                    |                        |