

May 5, 2011

TO: City of Lincoln Personnel Board Members

SUBJECT: Personnel Board Meeting
Thursday, May 12, 2011
1:00 p.m., Council Chambers
County-City Building

NOTE: SPECIAL MEETING DATE AND TIME
--

A G E N D A

ITEM 1: Request to create the following classifications:

<u>CLASS CODE</u>	<u>CLASS TITLE</u>	<u>PROPOSED PAY RANGE</u>
0611	Benefits Clerk	(X30) \$31,821.92 – \$44,326.88
4114	Library Service Associate	(C17) \$32,859.84 – \$41,959.84
4115	Library Service Supervisor	(A04) \$32,805.76 – \$43,759.04
4116	Librarian	(A10) \$43,964.96 – \$58,639.36
4117	Library Manager	(A12) \$48,474.40 – \$64,654.72
4118	Library Coordinator	(A14) \$53,447.68 – \$71,287.84

ITEM 2: Request for an ordinance pursuant to Section 2.76.120 of the Lincoln Municipal Code to amend the pay plan for pay ranges prefixed by 'X' to be effective August 19, 2010.

ITEM 3: Request for grievance hearing – Mark Murphy — Finance/Communications — Improper Shift Bid Procedures.

ITEM 4: Request for grievance hearing – Mark Murphy — Finance/Communications — Shift Assignment.

ITEM 5: Miscellaneous Discussion.

PC: Joan Ross, City Clerk
Pat Leach
Don Herz
Julie Righter
Dalton Tietjen
Mark Murphy
Don Taute

BENEFITS CLERK

NATURE OF WORK

This is responsible clerical work involving the administration of health, dental, vision, life and civilian pension plans.

Work involves responsibility providing assistance to City and County employees in the area of group benefit plans. Work also involves maintaining and entering data pertaining to insurance and pension information. Supervision is received from an administrative superior with work being reviewed in the form of accuracy, effectiveness and results achieved.

EXAMPLES OF WORK PERFORMED

Maintains the COBRA and Retiree system; enters participant data into computer system.

Assists COBRA participants and retirees with enrollments and questions about health, dental, vision or claim issues.

Researches and answers inquiries by phone and by mail concerning current and past employees.

Processes applications for health, dental, life insurance coverage; explains coverages available and answers questions regarding policies; assists employees with claims.

Processes forms for pension plan in order that employees may properly enroll in or withdraw from the plan; explains available options to retiring employees.

Discusses benefits and processes claims regarding the Post Employment Health Plan.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES, AND SKILLS

Knowledge of modern office methods, practices, and equipment, including typing and filing.

Knowledge of modern public personnel practices and procedures.

Knowledge of personnel codes, rules, ordinances, regulations, established policies, and current labor contract provisions.

Knowledge of health, dental, and life insurance policies, and defined contribution pension plans.

Knowledge of an on-line data entry computer system as it relates to personnel functions.

Ability to use independent judgment and discretion in making decisions in accordance with personnel codes, rules, regulations, and established policies, and labor contracts.

Ability to understand and follow complex oral and written instructions.

Ability to establish and maintain effective working relationships with co-workers and the general public.

Skill in the operation of office equipment and machines including a personal computer.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent supplemented by courses in business practices with experience in personnel work, preferably for a governmental subdivision, plus experience in the clerical areas such as typing and filing.

MINIMUM QUALIFICATIONS

Graduation from a senior high school or equivalent including or supplemented by courses in business practices and some experience in general typing and clerical work; or any equivalent combination of training and experience which provides the desirable knowledge, abilities, and skills.

PS0611

LIBRARY SERVICE ASSOCIATE

NATURE OF WORK

This is paraprofessional library work providing public service in libraries.

Work involves extensive public contact. Work decisions are made in accordance with established policies and procedures. Supervision is received from a professional or an administrative supervisor with work being reviewed through evaluation of assignments, conferences, occasional reports, and appraisal of the quality of services provided. Work may include supervision of volunteers or unclassified library employees.

EXAMPLES OF WORK PERFORMED

Assists customers with full complement of public library services.

Monitors effective public service environment, arranges displays, notes facilities needs.

Performs functions of checkout, checkin, assessing fees, placing holds, and helping customers find materials or information.

Answers questions regarding library policy.

Assists customers seeking materials or information.

Searches OCLC for cataloging copy, inputs catalogers' copy and downloads records, performance routine maintenance on bibliographic database.

Processes interlibrary loan requests on state or national interlibrary loan networks.

Opens and closes library locations, including balancing cash register receipts.

Assists in planning, or presents, youth or adult programming.

Manages day to day operations of specialized service or function such as bindery, interlibrary loan, periodicals, acquisitions, or home service.

Assists with collections maintenance such as evaluating materials for repair or retrieving items designated for withdrawal.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of, and interest in, books, literature, and information.

Ability to work well with the public and with colleagues.

Ability to work extensively with the public with tact and courtesy.

Ability to communicate and resolve routine circulation, informational, or policy problems.

Ability to complete work with an attention to detail while balancing demands of busy customer service.

Ability to perform arithmetical function for handling fines, fees, and payments.

Ability to learn new processes and informational resources.

Ability to establish and maintain effective working relationships with coworkers.

Ability to organize work and follow through on assignments.

Ability to locate and retrieve library materials.

Skill in keyboarding and operation of general office software.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four-year college or university and experience in providing customer service to the public, or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

MINIMUM QUALIFICATIONS

Graduation from an accredited high school and some experience in providing customer service to the public; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

5/2011

PS4114

LIBRARY SERVICE SUPERVISOR

NATURE OF WORK

This is supervisory work managing the customer services of a Main Library or quadrant library, or the work of Library Associates within a department, or the daily operation of the Bookmobile.

Work involves responsibility for hiring, training, evaluating, and supervising Library Associates, with emphasis on excellent customer service. Work involves application of experience and knowledge in library policies for customers and staff. Work includes considerable time working with the public. The nature of work is such that employees have considerable independence of action in the disposition of routine work matters, in handling complaints, and giving information to customers. Work involves assuming role of building supervisor in absence of Branch Supervisor or Librarian. Supervision is received from a professional supervisor with work being reviewed through observation of performance, frequent conferences, and regular reports. Supervision will be exercised over Library Associates, volunteers, or unclassified library personnel.

EXAMPLES OF WORK PERFORMED

Supervises Library Associates, including hiring, training, assigning work duties, and evaluating.

Drives Bookmobile to designated stops and provides public service.

Addresses user complaints.

Resolves staff questions regarding procedural difficulties and policies.

Recommends solutions to programs and suggests improvements in service or efficiency.

Provides full range of customer service, including circulation, information, technology, and readers advisory services.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of library policies, procedures, and services.

Knowledge of supervisory best practices.

Ability to work well with the public and with colleagues and those supervised.

Ability to assist customers with library resources, policies or other services.

Ability to solve problems with regard to application of library policies and procedures, in accordance with established precedent.

Ability to communicate effectively orally, in writing, and via electronic means.

Ability to learn new processes and informational resources.

Ability to establish and maintain effective working relationships with coworkers.

Ability to organize work and follow through on assignments.

Skills in motivating staff, training staff and role-modeling for staff.

Skill in explaining complex rules or procedures to customers and staff.

Skill in keyboarding and operation of general office software.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four-year college or university plus course work or formal training in library science, and considerable experience in providing library service to the public or other customer services to the public, and experience in a supervisory or training capacity.

MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university and experience in providing customer services to the public or in a supervisory or training capacity, or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid State of Nebraska driver's license is necessary for Bookmobile Library Service Supervisor. This license must be of a level appropriate to the Bookmobile.

5/11

PS4115

LIBRARIAN

NATURE OF WORK

This is professional library work requiring skill and knowledge in the field of library science, and the ability to work well with the public and colleagues.

Work involves the application of professional library principles and procedures to a variety of library operations. Work is performed under general supervision with employees exercising independent judgment in the disposition of routine work matters. Work decisions are made in accordance with departmental policies and procedures; public service librarians may work regularly on evenings or weekends as assigned to meet customer service demands. Work may include selecting or cataloging library materials; providing customers with research or readers' advisory assistance; developing library collections; planning library programs for children or adults; creation of content for library website; developing relationships with community organizations or individuals in support of library goals; participation in development of overall library goal-setting. Supervision is received from a professional supervisor with work being reviewed through observation of performance, conferences, indications of initiative and leadership, and the quality of services provided. Supervision may be exercised over Library Associates, unclassified staff, or volunteers.

EXAMPLES OF WORK PERFORMED

Assists and educates customers with their research and readers advisory requests using varied sources.

Addresses questions regarding library policy.

Catalogs and classifies materials.

Provides staff training.

Develops and presents programs for youth or adults.

Makes presentations and develops relationships outside the library.

Creates content for library website or social media.

Supervises staff in providing library services; evaluates performance; interviews and selects job applicants.

Provides systemwide expertise or leadership for a particular area, such as circulation policy, periodicals, Nebraska authors, or young adults.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the history, practices, and ethics of librarianship.

Ability to work well with the public and colleagues.

Ability to apply problem-solving skills and leadership to issues or problems.

- Ability to communicate orally, in writing, and via electronic means.
- Ability to assume responsibility when building-level supervisor is absent.
- Ability to plan, supervise, train, and evaluate the work of employees.
- Ability to learn new processes and informational resources.
- Ability to establish and maintain effective working relationships with coworkers.
- Ability to organize work and follow through on assignments.
- Skills such as organizing information, cataloging, collection development, outreach, programming, or research.
- Skill in keyboarding and operation of general office software.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four-year college or university supplemented by a Master's Degree in an ALA-accredited library science program and considerable experience in a library or customer service setting or in a training or supervisory capacity, or providing customer services to the public.

MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university supplemented by a Master's Degree in an ALA-accredited library science program, and experience in a library or customer service setting ; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

5/11

PS4116

LIBRARY MANAGER

NATURE OF WORK

This is professional supervisory work supervising and coordinating the activities of a quadrant library, or library service such as Outreach Services, Polley Music Library or Lincoln City Libraries' webpage.

Work involves the application of professional library principles and procedures to a variety of library operations or services, and the ability to work well with the public and colleagues. This is professional work requiring technical skill, knowledge and experience in the field of library science. Work is performed under minimal supervision with employees exercising independent judgment. Work may include supervising and training personnel; planning and coordinating library services; shaping library collections; assisting customers with a full spectrum of library services. Work includes presentations to the public, expectations of leadership and initiative, role modeling effective customer service and professional standards, and may include participation on Management Team. Supervision is received from the Assistant Library Director or a Librarian II with work being reviewed through conferences, reports and appraisal of the effectiveness of service provided. Supervises professional, paraprofessional and unclassified personnel, and volunteers.

EXAMPLES OF WORK PERFORMED

Manages daily operation of a major branch library including setting a tone for service excellence, overseeing facilities management, hiring, training, evaluating and supervising staff, maintaining communication with supervisor and other departments, applying library principals and policy to everyday library services, providing input and guidance on overall library policy and direction.

Provides in-depth music information to library customers; acts as resource person in field of music for library system; develops useful indexes and aids; selects and evaluates materials; catalogs and classifies printed music materials.

Oversees development and operation of library website; ensures that website information is current and that urgent information is placed appropriately; responds to questions from the public regarding use of the website or other electronic resources.

Manages outreach services, including City/County summer outreach services, Interlibrary Loan, Home Outreach services, coordinates library representation at community.

Develops and maintains relationship with individuals and entities outside of Lincoln City Libraries to further library mission.

Participates in systemwide planning; coordinates systemwide projects such as strategic planning or InService Day; develops staff training programs for customer service; interacts with staff in providing library service according to professional library guidelines.

Manages staffing and coordination needs of smaller branch libraries or bookmobile.

Makes presentations to groups such as tours or service organizations.

Provides general public service as a role model for others and as a resource when shaping library policies, procedures, and practices.

Responds to customer complaints; acts as resource person regarding Library Behavior Policy.

Writes grant applications to fund special projects.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of library circulation policies, recreational or informational reading, and informational sources.

Considerable knowledge of principles of the administration and organization of libraries.

Considerable specialized knowledge as appropriate for work performed .

Considerable knowledge of current issues of librarianship such as trends in technology, censorship, right to privacy, and freedom of information.

Ability to work well with the public and with colleagues.

Ability to plan, supervise, assign, evaluate, and encourage the work of employees.

Ability in problem-solving and in continual improvement of efficiency or service provision.

Ability to communicate orally, in writing, and via a variety of communication avenues.

Ability to organize work and follow through on assignments.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four-year college or university, supplemented by a Master's Degree in an ALA-accredited library science program, and considerable experience working in a professional library position and considerable supervisory experience. For the Polley Music position a graduate degree in music is desirable.

Eligible for Nebraska Public Librarian Certification — Level V.

MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university supplemented by a Master's Degree in an ALA-accredited library science program plus professional library experience and supervisory experience; or any equivalent combination of training and experience which provides the

desirable knowledge, abilities and skills. For the Polley Music position an undergraduate or graduate degree in music is required.

5/11

PS4117

LIBRARY COORDINATOR

NATURE OF WORK

This is advanced professional library work supervising a major systemwide library service.

Work involves the application of professional library principles and procedures to a major library service such as supervising the Main Library, Support Services, or Youth Services. This is professional work requiring extensive technical skill, knowledge and experience in the field of library science. Independent judgment is exercised in the overall management of the area, with work decisions made in accordance with departmental policies and procedures. Work may include supervising and training personnel; developing and executing budgets; planning and coordinating library services; overseeing library collections; planning systemwide programming for a large audience. Work includes presentations to the public, expectations of leadership and initiative, role modeling effective customer service and professional standards, and participation on Management Team. Supervision is received from the Assistant Library Director with work being reviewed through conferences, reports and appraisal of the effectiveness of service provided. Supervises professional, paraprofessional and unclassified personnel, and volunteers.

EXAMPLES OF WORK PERFORMED

Manages systemwide services such as Youth Services or Collection Management.

Supervises Main Library.

Ensures that accurate and accessible information regarding library resources is available to the public.

Participates in long-term and short-term systemwide planning.

Develops operational and/or media budgets.

Maintains contact and plans cooperatively with outside agencies such as City departments, educational institutions, civic groups and business organization in relation to library services.

Represents the library in a variety of work and social settings; acts as designated "in charge" in absence of Director and Assistant Director.

Makes public presentations regarding library services.

Writes grant applications to fund special projects.

Analyzes services, resources and policies and makes suggestions for improvement; coordinates processes for systemwide changes; oversees systemwide special projects.

Addresses customer complaints, concerns, or questions.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Extensive knowledge of the role of the public library in society.

Extensive knowledge in specific area of assignment, such as Collection Management or Youth Services.

Knowledge of current trends and practices in libraries.

Knowledge of management and supervisory best practices.

Demonstrated ability to work well with the public and with colleagues.

Ability to communicate effectively orally, in writing, and via electronic means.

Ability to plan, prepare, and implement budget recommendations for section .

Ability to create working plans for implementation of strategic plan.

Ability to motivate and inform staff in regard to suggested changes and innovation.

Ability to assume and complete major projects for system.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four-year college or university, supplemented by a Master's Degree in an ALA-accredited library science program, and thorough experience working in a professional library position in a supervisory or management capacity, and in areas of specialization that apply to the position's specific needs.

Eligible for Nebraska Public Librarian Certification — Level V.

MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university supplemented by a Master's Degree in an ALA-accredited library science program plus considerable professional library experience and supervisory experience in an area of specialization that applies to the position's specific needs, or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

EXCLUDED PAY PLAN - X RANGES

Effective August 19, 2010

CLASS CODE	CLASS TITLE	PAY RANGE	PAY							
			STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H
0024	PROSECUTION ASSISTANT	X20	15.569	16.166	16.787	17.431	18.100	18.795	19.516	20.265
0025	LEGAL SECRETARY I	X16	15.238	15.791	16.363	16.957	17.571	18.208	18.868	19.552
0026	LEGAL SECRETARY II	X47	18.224	18.921	19.645	20.396	21.177	21.987	22.828	23.702
0028	PARALEGAL	X47	18.224	18.921	19.645	20.396	21.177	21.987	22.828	23.702
0030	EXCLUDED OFFICE ASSISTANT	X03	12.176	12.672	13.189	13.727	14.286	14.869	15.475	16.106
0032	EXCLUDED SR OFFICE ASSISTANT	X09	13.863	14.359	14.872	15.404	15.955	16.525	17.116	17.728
0034	EXCLUDED OFFICE SPECIALIST	X19	15.899	16.430	16.978	17.544	18.129	18.734	19.359	20.005
0120	EXCLUDED ACCOUNT CLERK I	X12	14.299	14.881	15.486	16.115	16.771	17.452	18.162	18.900
0121	EXCLUDED ACCOUNT CLERK II	X20	15.569	16.166	16.787	17.431	18.100	18.795	19.516	20.265
0122	EXCLUDED ACCOUNT CLERK III	X31	16.818	17.397	17.996	18.615	19.256	19.919	20.604	21.313
0608	EMPLOYMENT CLERK	X11	14.739	15.243	15.763	16.301	16.858	17.433	18.028	18.644
0612	PERSONNEL CLERK	X20	15.569	16.166	16.787	17.431	18.100	18.795	19.516	20.265

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X01	ANNUAL	23,635.04	24,677.12	25,764.96	26,900.64	28,088.32	29,328.00	30,621.76	31,971.68
	MONTHLY	1,969.59	2,056.43	2,147.08	2,241.72	2,340.69	2,444.00	2,551.81	2,664.31
	BIWEEKLY	909.04	949.12	990.96	1,034.64	1,080.32	1,128.00	1,177.76	1,229.68
X02	ANNUAL	24,462.88	25,540.32	26,667.68	27,842.88	29,072.16	30,355.52	31,692.96	33,092.80
	MONTHLY	2,038.57	2,128.36	2,222.31	2,320.24	2,422.68	2,529.63	2,641.08	2,757.73
	BIWEEKLY	940.88	982.32	1,025.68	1,070.88	1,118.16	1,167.52	1,218.96	1,272.80
X03	ANNUAL	25,326.08	26,357.76	27,433.12	28,552.16	29,714.88	30,927.52	32,188.00	33,500.48
	MONTHLY	2,110.51	2,196.48	2,286.09	2,379.35	2,476.24	2,577.29	2,682.33	2,791.71
	BIWEEKLY	974.08	1,013.76	1,055.12	1,098.16	1,142.88	1,189.52	1,238.00	1,288.48
X04	ANNUAL	27,162.72	28,038.40	28,945.28	29,879.20	30,844.32	31,840.64	32,870.24	33,931.04
	MONTHLY	2,263.56	2,336.53	2,412.11	2,489.93	2,570.36	2,653.39	2,739.19	2,827.59
	BIWEEKLY	1,044.72	1,078.40	1,113.28	1,149.20	1,186.32	1,224.64	1,264.24	1,305.04
X05	ANNUAL	25,319.84	26,436.80	27,603.68	28,820.48	30,093.44	31,420.48	32,805.76	34,253.44
	MONTHLY	2,109.99	2,203.07	2,300.31	2,401.71	2,507.79	2,618.37	2,733.81	2,854.45
	BIWEEKLY	973.84	1,016.80	1,061.68	1,108.48	1,157.44	1,208.48	1,261.76	1,317.44
X06	ANNUAL	26,162.72	27,038.40	27,945.28	28,879.20	29,844.32	30,840.64	31,870.24	32,931.04
	MONTHLY	2,180.23	2,253.20	2,328.78	2,405.76	2,486.19	2,570.53	2,658.37	2,749.25
	BIWEEKLY	1,090.12	1,126.60	1,164.39	1,202.88	1,242.10	1,282.27	1,323.18	1,364.63
X07	ANNUAL	27,016.80	27,892.48	28,809.36	29,757.28	30,746.24	31,776.16	32,847.12	33,959.04
	MONTHLY	2,251.40	2,324.37	2,400.78	2,479.79	2,562.19	2,648.01	2,737.26	2,829.08
	BIWEEKLY	1,125.70	1,162.19	1,200.39	1,239.90	1,281.10	1,324.01	1,368.63	1,414.54
X08	ANNUAL	27,871.36	28,747.04	29,663.92	30,611.84	31,600.80	32,630.72	33,701.68	34,813.60
	MONTHLY	2,322.61	2,395.58	2,472.82	2,553.49	2,637.40	2,724.56	2,814.80	2,908.13
	BIWEEKLY	1,161.31	1,197.79	1,236.41	1,276.74	1,318.70	1,362.28	1,407.40	1,454.07
X09	ANNUAL	28,726.88	29,602.56	30,519.44	31,467.36	32,456.32	33,486.24	34,557.20	35,669.12
	MONTHLY	2,393.91	2,466.88	2,543.28	2,623.11	2,706.36	2,792.88	2,882.60	2,974.43
	BIWEEKLY	1,196.96	1,233.44	1,271.64	1,311.56	1,353.18	1,396.44	1,441.30	1,487.72
X10	ANNUAL	29,582.40	30,458.08	31,374.96	32,322.88	33,311.84	34,341.76	35,412.72	36,524.64
	MONTHLY	2,465.20	2,538.17	2,614.57	2,694.41	2,777.66	2,864.14	2,953.80	3,046.63
	BIWEEKLY	1,232.60	1,269.09	1,307.28	1,347.21	1,388.83	1,432.07	1,476.90	1,523.32
X11	ANNUAL	30,437.44	31,313.12	32,229.99	33,177.91	34,166.87	35,196.79	36,267.75	37,379.67
	MONTHLY	2,536.45	2,609.42	2,685.83	2,765.66	2,848.91	2,935.56	3,025.64	3,119.13
	BIWEEKLY	1,268.23	1,304.71	1,342.91	1,382.83	1,424.46	1,468.03	1,513.57	1,561.07
X12	ANNUAL	31,292.48	32,168.16	33,084.99	34,032.91	35,021.87	36,051.79	37,122.75	38,234.67
	MONTHLY	2,607.71	2,680.68	2,757.08	2,836.91	2,919.16	2,994.81	3,073.89	3,156.22
	BIWEEKLY	1,303.86	1,340.34	1,378.54	1,418.46	1,460.08	1,503.41	1,548.45	1,595.11
X13	ANNUAL	32,147.52	33,023.20	33,940.03	34,887.95	35,876.91	36,906.83	37,977.79	39,089.71
	MONTHLY	2,678.96	2,751.93	2,828.34	2,908.17	2,990.42	3,075.07	3,163.14	3,254.63
	BIWEEKLY	1,339.48	1,375.97	1,414.17	1,453.89	1,495.21	1,539.04	1,585.07	1,633.32
X14	ANNUAL	33,002.56	33,878.24	34,795.07	35,742.99	36,731.95	37,761.87	38,832.83	39,944.75
	MONTHLY	2,750.21	2,823.18	2,900.43	2,980.26	3,062.51	3,147.16	3,234.13	3,323.46
	BIWEEKLY	1,375.11	1,411.59	1,449.79	1,489.63	1,531.26	1,574.58	1,619.57	1,666.23
X15	ANNUAL	33,857.60	34,733.28	35,650.11	36,598.03	37,586.99	38,616.91	39,687.87	40,799.79
	MONTHLY	2,821.47	2,894.44	2,971.69	3,051.52	3,133.77	3,218.42	3,305.49	3,394.82
	BIWEEKLY	1,410.74	1,447.22	1,485.85	1,525.76	1,567.89	1,612.21	1,658.74	1,707.41
X16	ANNUAL	34,712.64	35,588.32	36,505.15	37,453.07	38,441.93	39,471.85	40,542.81	41,654.73
	MONTHLY	2,892.72	2,965.69	3,042.94	3,122.77	3,205.02	3,289.67	3,376.74	3,467.17
	BIWEEKLY	1,446.36	1,482.85	1,521.47	1,561.39	1,602.51	1,644.84	1,688.37	1,733.09
X17	ANNUAL	35,567.68	36,443.36	37,360.19	38,308.11	39,297.07	40,326.99	41,397.95	42,509.87
	MONTHLY	2,963.97	3,036.94	3,114.19	3,194.02	3,276.27	3,360.92	3,447.99	3,537.42
	BIWEEKLY	1,481.99	1,518.47	1,556.10	1,594.91	1,634.91	1,676.16	1,718.59	1,762.11
X18	ANNUAL	36,422.72	37,298.40	38,215.23	39,163.15	40,152.11	41,182.03	42,252.99	43,364.91
	MONTHLY	3,035.23	3,108.20	3,185.45	3,265.28	3,347.53	3,432.18	3,519.15	3,608.38
	BIWEEKLY	1,517.62	1,554.10	1,592.73	1,632.64	1,673.77	1,716.09	1,759.58	1,804.19
X19	ANNUAL	37,277.76	38,153.44	39,070.27	39,997.19	40,965.15	41,974.07	43,024.03	44,115.95
	MONTHLY	3,106.48	3,179.45	3,256.70	3,337.12	3,420.43	3,506.68	3,595.77	3,687.69
	BIWEEKLY	1,553.24	1,589.73	1,628.35	1,668.14	1,709.22	1,751.54	1,795.09	1,839.85
X20	ANNUAL	38,132.80	39,008.48	39,925.31	40,873.23	41,862.19	42,892.11	43,963.07	45,075.00
	MONTHLY	3,177.73	3,250.70	3,327.95	3,408.37	3,491.68	3,577.83	3,666.84	3,758.76
	BIWEEKLY	1,588.87	1,625.35	1,663.98	1,703.89	1,745.02	1,788.26	1,833.63	1,880.11
X21	ANNUAL	38,987.84	39,863.52	40,780.35	41,728.27	42,717.23	43,747.15	44,818.11	45,930.03
	MONTHLY	3,248.99	3,321.96	3,399.21	3,479.63	3,562.27	3,647.02	3,733.89	3,822.91
	BIWEEKLY	1,624.50	1,661.98	1,701.61	1,742.31	1,784.14	1,827.01	1,871.95	1,918.96
X22	ANNUAL	39,842.88	40,718.56	41,635.39	42,583.31	43,572.27	44,602.19	45,673.15	46,785.07
	MONTHLY	3,320.24	3,393.21	3,470.46	3,550.88	3,633.53	3,718.40	3,805.51	3,894.84
	BIWEEKLY	1,660.12	1,696.61	1,735.23	1,775.04	1,816.02	1,858.20	1,901.56	1,946.03
X23	ANNUAL	40,697.92	41,573.60	42,490.43	43,438.35	44,427.31	45,457.23	46,528.19	47,640.11
	MONTHLY	3,391.49	3,464.46	3,541.71	3,622.13	3,704.78	3,789.53	3,876.40	3,965.51
	BIWEEKLY	1,695.75	1,732.23	1,770.86	1,810.67	1,851.69	1,893.91	1,937.26	1,981.76
X24	ANNUAL	41,552.96	42,428.64	43,345.47	44,293.39	45,282.35	46,312.27	47,383.23	48,495.15
	MONTHLY	3,462.75	3,535.72	3,612.97	3,693.39	3,775.94	3,860.69	3,947.66	4,036.87
	BIWEEKLY	1,731.38	1,767.86	1,806.49	1,846.30	1,887.47	1,929.84	1,973.33	2,017.94
X25	ANNUAL	42,408.00	43,283.68	44,200.51	45,148.43	46,137.39	47,167.31	48,238.27	49,350.19
	MONTHLY	3,534.00	3,607.07	3,684.32	3,764.74	3,847.29	3,931.94	4,018.71	4,107.61
	BIWEEKLY	1,767.00	1,803.54	1,842.16	1,881.87	1,922.64	1,964.47	2,007.36	2,051.31
X26	ANNUAL	43,263.04	44,138.72	45,055.55	45,993.47	46,962.43	47,972.35	49,023.31	50,115.23
	MONTHLY	3,605.25	3,678.22	3,755.47	3,836.09	3,918.84	3,993.61	4,070.50	4,149.51
	BIWEEKLY	1,802.63	1,838.11	1,875.74	1,914.55	1,954.42	1,995.31	2,037.26	2,080.26
X27	ANNUAL	44,118.08	44,993.76	45,910.59	46,858.51	47,838.47	48,848.39	49,899.35	50,991.27
	MONTHLY	3,676.51	3,749.48	3,826.73	3,906.35	3,988.20	4,072.27	4,158.46	4,246.77
	BIWEEKLY	1,838.26	1,873.74	1,911.37	1,950.18	1,990.10	2,031.14	2,073.33	2,116.67
X28	ANNUAL	44,973.12	45,848.80	46,765.63	47,713.55	48,693.51	49,703.43	50,744.39	51,826.31
	MONTHLY	3,747.76	3,820.73	3,897.98	3,977.60	4,059.45	4,143.52	4,229.83	4,318.38
	BIWEEKLY	1,873.88	1,909.36	1,947.99	1,987.80	2,028.73	2,070.77	2,113.92	2,158.17
X29	ANNUAL	45,828.16	46,703.84	47,620.67	48,568.59	49,548.55	50,558.47	51,609.43	52,701.35
	MONTHLY	3,819.01	3,892.08	3,969.33	4,049.35	4,132.20	4,217.87	4,306.28	4,397.33
	BIWEEKLY	1,909.51	1,945.04	1,982.67	2,021.48	2,061.40	2,102.44	2,144.64	2,187.91
X30	ANNUAL	46,683.20	47,558.88	48,475.71	49,423.63	50,403.59	51,413.51	52,454.47	53,536.39
	MONTHLY	3,890.27	3,963.24	4,040.49	4,120.31	4,202.76	4,287.83	4,375.54	4,465.89
	BIWEEKLY	1,945.14	1,980.62	2,018.25	2,057.06	2,097.08	2,138.22	2,180.47	2,223.82
X31	ANNUAL	47,538.24	48,413.92	4					

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X06	ANNUAL	27,139.84	28,090.40	29,076.32	30,097.60	31,152.16	32,246.24	33,377.76	34,548.80
	MONTHLY	2,261.65	2,340.87	2,423.03	2,508.13	2,596.01	2,687.19	2,781.48	2,879.07
	BIWEEKLY	1,043.84	1,080.40	1,118.32	1,157.60	1,198.16	1,240.24	1,283.76	1,328.80
	HOURLY	13.048	13.505	13.979	14.470	14.977	15.503	16.047	16.610
X07	ANNUAL	27,000.48	27,969.76	28,972.32	30,010.24	31,085.60	32,200.48	33,354.88	34,550.88
	MONTHLY	2,250.04	2,330.81	2,414.36	2,500.85	2,590.47	2,683.37	2,779.57	2,879.24
	BIWEEKLY	1,038.48	1,075.76	1,114.32	1,154.24	1,195.60	1,238.48	1,282.88	1,328.88
	HOURLY	12.981	13.447	13.929	14.428	14.945	15.481	16.036	16.611
X08	ANNUAL	29,673.28	30,588.48	31,534.88	32,508.32	33,512.96	34,546.72	35,615.84	36,714.08
	MONTHLY	2,472.77	2,549.04	2,627.91	2,709.03	2,792.75	2,878.89	2,967.99	3,059.51
	BIWEEKLY	1,141.28	1,176.48	1,212.88	1,250.32	1,288.96	1,328.72	1,369.84	1,412.08
	HOURLY	14.266	14.706	15.161	15.629	16.112	16.609	17.123	17.651
X09	ANNUAL	28,835.04	29,866.72	30,933.76	32,040.32	33,186.40	34,372.00	35,601.28	36,874.24
	MONTHLY	2,402.92	2,488.89	2,577.81	2,670.03	2,765.53	2,864.33	2,966.77	3,072.85
	BIWEEKLY	1,109.04	1,148.72	1,189.76	1,232.32	1,276.40	1,322.00	1,369.28	1,418.24
	HOURLY	13.863	14.359	14.872	15.404	15.955	16.525	17.116	17.728
X10	ANNUAL	33,192.64	33,831.20	34,484.32	35,147.84	35,823.84	36,514.40	37,217.44	37,935.04
	MONTHLY	2,766.05	2,819.27	2,873.69	2,928.99	2,985.32	3,042.87	3,101.45	3,161.25
	BIWEEKLY	1,276.64	1,301.20	1,326.32	1,351.84	1,377.84	1,404.40	1,431.44	1,459.04
	HOURLY	15.958	16.265	16.579	16.898	17.223	17.555	17.893	18.238

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X11	ANNUAL	30,657.12	31,705.44	32,787.04	33,906.08	35,064.64	36,260.64	37,498.24	38,779.52
	MONTHLY	2,554.76	2,642.12	2,732.25	2,825.51	2,922.05	3,021.72	3,124.85	3,231.63
	BIWEEKLY	1,179.12	1,219.44	1,261.04	1,304.08	1,348.64	1,394.64	1,442.24	1,491.52
	HOURLY	14.739	15.243	15.763	16.301	16.858	17.433	18.028	18.644
X12	ANNUAL	29,741.92	30,952.48	32,210.88	33,519.20	34,883.68	36,300.16	37,776.96	39,312.00
	MONTHLY	2,478.49	2,579.37	2,684.24	2,793.27	2,906.97	3,025.01	3,148.08	3,276.00
	BIWEEKLY	1,143.92	1,190.48	1,238.88	1,289.20	1,341.68	1,396.16	1,452.96	1,512.00
	HOURLY	14.299	14.881	15.486	16.115	16.771	17.452	18.162	18.900
X13	ANNUAL	31,148.00	32,240.00	33,371.52	34,542.56	35,753.12	37,009.44	38,307.36	39,651.04
	MONTHLY	2,595.67	2,686.67	2,780.96	2,878.55	2,979.43	3,084.12	3,192.28	3,304.25
	BIWEEKLY	1,198.00	1,240.00	1,283.52	1,328.56	1,375.12	1,423.44	1,473.36	1,525.04
	HOURLY	14.975	15.500	16.044	16.607	17.189	17.793	18.417	19.063
X14	ANNUAL	32,092.32	33,165.60	34,274.24	35,420.32	36,605.92	37,831.04	39,095.68	40,404.00
	MONTHLY	2,674.36	2,763.80	2,856.19	2,951.69	3,050.49	3,152.59	3,257.97	3,367.00
	BIWEEKLY	1,234.32	1,275.60	1,318.24	1,362.32	1,407.92	1,455.04	1,503.68	1,554.00
	HOURLY	15.429	15.945	16.478	17.029	17.599	18.188	18.796	19.425
X15	ANNUAL	35,565.92	36,250.24	36,947.04	37,658.40	38,384.32	39,122.72	39,877.76	40,645.28
	MONTHLY	2,963.83	3,020.85	3,078.92	3,138.20	3,198.69	3,260.23	3,323.15	3,387.11
	BIWEEKLY	1,367.92	1,394.24	1,421.04	1,448.40	1,476.32	1,504.72	1,533.76	1,563.28
	HOURLY	17.099	17.428	17.763	18.105	18.454	18.809	19.172	19.541

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X16	ANNUAL	31,695.04	32,845.28	34,035.04	35,270.56	36,547.68	37,872.64	39,245.44	40,668.16
	MONTHLY	2,641.25	2,737.11	2,836.25	2,939.21	3,045.64	3,156.05	3,270.45	3,389.01
	BIWEEKLY	1,219.04	1,263.28	1,309.04	1,356.56	1,405.68	1,456.64	1,509.44	1,564.16
	HOURLY	15.238	15.791	16.363	16.957	17.571	18.208	18.868	19.552
X17	ANNUAL	32,169.28	33,292.48	34,453.12	35,653.28	36,897.12	38,182.56	39,513.76	40,890.72
	MONTHLY	2,680.77	2,774.37	2,871.09	2,971.11	3,074.76	3,181.88	3,292.81	3,407.56
	BIWEEKLY	1,237.28	1,280.48	1,325.12	1,371.28	1,419.12	1,468.56	1,519.76	1,572.72
	HOURLY	15.466	16.006	16.564	17.141	17.739	18.357	18.997	19.659
X18	ANNUAL	32,845.28	33,966.40	35,127.04	36,325.12	37,564.80	38,848.16	40,175.20	41,545.92
	MONTHLY	2,737.11	2,830.53	2,927.25	3,027.09	3,130.40	3,237.35	3,347.93	3,462.16
	BIWEEKLY	1,263.28	1,306.40	1,351.04	1,397.12	1,444.80	1,494.16	1,545.20	1,597.92
	HOURLY	15.791	16.330	16.888	17.464	18.060	18.677	19.315	19.974
X19	ANNUAL	33,069.92	34,174.40	35,314.24	36,491.52	37,708.32	38,966.72	40,266.72	41,610.40
	MONTHLY	2,755.83	2,847.87	2,942.85	3,040.96	3,142.36	3,247.23	3,355.56	3,467.53
	BIWEEKLY	1,271.92	1,314.40	1,358.24	1,403.52	1,450.32	1,498.72	1,548.72	1,600.40
	HOURLY	15.899	16.430	16.978	17.544	18.129	18.734	19.359	20.005
X20	ANNUAL	32,383.52	33,625.28	34,916.96	36,256.48	37,648.00	39,093.60	40,593.28	42,151.20
	MONTHLY	2,698.63	2,802.11	2,909.75	3,021.37	3,137.33	3,257.80	3,382.77	3,512.60
	BIWEEKLY	1,245.52	1,293.28	1,342.96	1,394.48	1,448.00	1,503.60	1,561.28	1,621.20
	HOURLY	15.569	16.166	16.787	17.431	18.100	18.795	19.516	20.265

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X21	ANNUAL	36,335.52	37,121.76	37,924.64	38,744.16	39,582.40	40,439.36	41,315.04	42,207.36
	MONTHLY	3,027.96	3,093.48	3,160.39	3,228.68	3,298.53	3,369.95	3,442.92	3,517.28
	BIWEEKLY	1,397.52	1,427.76	1,458.64	1,490.16	1,522.40	1,555.36	1,589.04	1,623.36
	HOURLY	17.469	17.847	18.233	18.627	19.030	19.442	19.863	20.292
X22	ANNUAL	34,996.00	35,946.56	36,924.16	37,928.80	38,960.48	40,019.20	41,107.04	42,224.00
	MONTHLY	2,916.33	2,995.55	3,077.01	3,160.73	3,246.71	3,334.93	3,425.59	3,518.67
	BIWEEKLY	1,346.00	1,382.56	1,420.16	1,458.80	1,498.48	1,539.20	1,581.04	1,624.00
	HOURLY	16.825	17.282	17.752	18.235	18.731	19.240	19.763	20.300
X23	ANNUAL	33,088.64	34,272.16	35,497.28	36,766.08	38,080.64	39,443.04	40,853.28	42,313.44
	MONTHLY	2,757.39	2,856.01	2,958.11	3,063.84	3,173.39	3,286.92	3,404.44	3,526.12
	BIWEEKLY	1,272.64	1,318.16	1,365.28	1,414.08	1,464.64	1,517.04	1,571.28	1,627.44
	HOURLY	15.908	16.477	17.066	17.676	18.308	18.963	19.641	20.343
X24	ANNUAL	33,814.56	35,000.16	36,227.36	37,498.24	38,812.80	40,175.20	41,583.36	43,043.52
	MONTHLY	2,817.88	2,916.68	3,018.95	3,124.85	3,234.40	3,347.93	3,465.28	3,586.96
	BIWEEKLY	1,300.56	1,346.16	1,393.36	1,442.24	1,492.80	1,545.20	1,599.36	1,655.52
	HOURLY	16.257	16.827	17.417	18.028	18.660	19.315	19.992	20.694
X25	ANNUAL	32,215.04	33,637.76	35,120.80	36,670.40	38,288.64	39,977.60	41,741.44	43,582.24
	MONTHLY	2,684.59	2,803.15	2,926.73	3,055.87	3,190.72	3,331.47	3,478.45	3,631.85
	BIWEEKLY	1,239.04	1,293.76	1,350.80	1,410.40	1,472.64	1,537.60	1,605.44	1,676.24
	HOURLY	15.488	16.172	16.885	17.630	18.408	19.220	20.068	20.953

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X26	ANNUAL	37,602.24	38,415.52	39,247.52	40,096.16	40,963.52	41,849.60	42,756.48	43,680.00
	MONTHLY	3,133.52	3,201.29	3,270.63	3,341.35	3,413.63	3,487.47	3,563.04	3,640.00
	BIWEEKLY	1,446.24	1,477.52	1,509.52	1,542.16	1,575.52	1,609.60	1,644.48	1,680.00
	HOURLY	18.078	18.469	18.869	19.277	19.694	20.120	20.556	21.000
X27	ANNUAL	30,865.12	32,435.52	34,084.96	35,819.68	37,641.76	39,555.36	41,566.72	43,682.08
	MONTHLY	2,572.09	2,702.96	2,840.41	2,984.97	3,136.81	3,296.28	3,463.89	3,640.17
	BIWEEKLY	1,187.12	1,247.52	1,310.96	1,377.68	1,447.76	1,521.36	1,598.72	1,680.08
	HOURLY	14.839	15.594	16.387	17.221	18.097	19.017	19.984	21.001
X28	ANNUAL	34,717.28	35,884.16	37,090.56	38,338.56	39,628.16	40,959.36	42,338.40	43,761.12
	MONTHLY	2,893.11	2,990.35	3,090.88	3,194.88	3,302.35	3,413.28	3,528.20	3,646.76
	BIWEEKLY	1,335.28	1,380.16	1,426.56	1,474.56	1,524.16	1,575.36	1,628.40	1,683.12
	HOURLY	16.691	17.252	17.832	18.432	19.052	19.692	20.355	21.039
X29	ANNUAL	34,536.32	35,746.88	37,001.12	38,299.04	39,642.72	41,034.24	42,473.60	43,964.96
	MONTHLY	2,878.03	2,978.91	3,083.43	3,191.59	3,303.56	3,419.52	3,539.47	3,663.75
	BIWEEKLY	1,328.32	1,374.88	1,423.12	1,473.04	1,524.72	1,578.24	1,633.60	1,690.96
	HOURLY	16.604	17.186	17.789	18.413	19.059	19.728	20.420	21.137
X30	ANNUAL	31,821.92	33,365.28	34,981.44	36,678.72	38,457.12	40,322.88	42,278.08	44,326.88
	MONTHLY	2,651.83	2,780.44	2,915.12	3,056.56	3,204.76	3,360.24	3,523.17	3,693.91
	BIWEEKLY	1,223.92	1,283.28	1,345.44	1,410.72	1,479.12	1,550.88	1,626.08	1,704.88
	HOURLY	15.299	16.041	16.818	17.634	18.489	19.386	20.326	21.311

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X41	ANNUAL	38,438.40	39,501.28	40,593.28	41,716.48	42,870.88	44,056.48	45,275.36	46,529.60
	MONTHLY	3,203.20	3,291.77	3,382.77	3,476.37	3,572.57	3,671.37	3,772.95	3,877.47
	BIWEEKLY	1,478.40	1,519.28	1,561.28	1,604.48	1,648.88	1,694.48	1,741.36	1,789.60
X42	ANNUAL	38,438.40	39,634.40	40,867.84	42,140.80	43,453.28	44,805.28	46,200.96	47,640.32
	MONTHLY	3,203.20	3,302.87	3,405.65	3,511.73	3,621.11	3,733.77	3,850.08	3,970.03
	BIWEEKLY	1,478.40	1,524.40	1,571.84	1,620.80	1,671.28	1,723.28	1,776.96	1,832.32
X43	ANNUAL	38,509.12	39,811.20	41,156.96	42,546.40	43,983.68	45,470.88	47,005.92	48,595.04
	MONTHLY	3,209.09	3,317.60	3,429.75	3,545.53	3,665.31	3,789.24	3,917.16	4,049.59
	BIWEEKLY	1,481.12	1,531.20	1,582.96	1,636.40	1,691.68	1,748.88	1,807.92	1,869.04
X44	ANNUAL	37,718.72	39,149.76	40,634.88	42,176.16	43,775.68	45,437.60	47,161.92	48,950.72
	MONTHLY	3,143.23	3,262.48	3,386.24	3,514.68	3,647.97	3,786.47	3,930.16	4,079.23
	BIWEEKLY	1,450.72	1,505.76	1,562.88	1,622.16	1,683.68	1,747.60	1,813.92	1,882.72
X45	ANNUAL	35,278.88	36,990.72	38,783.68	40,664.00	42,635.84	44,703.36	46,870.72	49,144.16
	MONTHLY	2,939.91	3,082.56	3,231.97	3,388.67	3,552.99	3,725.28	3,905.89	4,095.35
	BIWEEKLY	1,356.88	1,422.72	1,491.68	1,564.00	1,639.84	1,719.36	1,802.72	1,890.16
X46	ANNUAL	35,278.88	37,178.88	39,178.88	41,278.88	43,378.88	45,478.88	47,578.88	49,678.88
	MONTHLY	2,939.91	3,098.24	3,256.57	3,414.90	3,573.23	3,731.56	3,889.89	4,048.22
	BIWEEKLY	1,356.88	1,449.12	1,541.36	1,633.60	1,725.84	1,818.08	1,910.32	2,002.56
X47	ANNUAL	35,278.88	37,378.88	39,478.88	41,578.88	43,678.88	45,778.88	47,878.88	49,978.88
	MONTHLY	2,939.91	3,116.53	3,293.16	3,469.78	3,646.41	3,823.03	3,999.66	4,176.28
	BIWEEKLY	1,356.88	1,478.26	1,600.00	1,721.74	1,843.48	1,965.22	2,086.96	2,208.70
X48	ANNUAL	35,278.88	37,478.88	39,678.88	41,878.88	44,078.88	46,278.88	48,478.88	50,678.88
	MONTHLY	2,939.91	3,139.91	3,339.91	3,539.91	3,739.91	3,939.91	4,139.91	4,339.91
	BIWEEKLY	1,356.88	1,499.95	1,642.02	1,785.09	1,928.16	2,071.23	2,214.30	2,357.37
X49	ANNUAL	35,278.88	37,578.88	39,878.88	42,178.88	44,478.88	46,778.88	49,078.88	51,378.88
	MONTHLY	2,939.91	3,147.41	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,523.70	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X50	ANNUAL	35,278.88	37,678.88	39,978.88	42,278.88	44,578.88	46,878.88	49,178.88	51,478.88
	MONTHLY	2,939.91	3,147.41	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,523.70	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X51	ANNUAL	35,278.88	37,778.88	39,978.88	42,378.88	44,678.88	46,978.88	49,278.88	51,578.88
	MONTHLY	2,939.91	3,147.41	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,523.70	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X52	ANNUAL	35,278.88	37,878.88	39,978.88	42,478.88	44,778.88	47,078.88	49,378.88	51,678.88
	MONTHLY	2,939.91	3,147.41	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,523.70	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X53	ANNUAL	35,278.88	37,978.88	39,978.88	42,578.88	44,878.88	47,178.88	49,478.88	51,778.88
	MONTHLY	2,939.91	3,147.41	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,523.70	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X54	ANNUAL	35,278.88	38,078.88	39,978.88	42,678.88	44,978.88	47,278.88	49,578.88	51,878.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X55	ANNUAL	35,278.88	38,178.88	39,978.88	42,778.88	45,078.88	47,378.88	49,678.88	51,978.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X56	ANNUAL	35,278.88	38,278.88	39,978.88	42,878.88	45,178.88	47,478.88	49,778.88	52,078.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X57	ANNUAL	35,278.88	38,378.88	39,978.88	42,978.88	45,278.88	47,578.88	49,878.88	52,178.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X58	ANNUAL	35,278.88	38,478.88	39,978.88	43,078.88	45,378.88	47,678.88	49,978.88	52,278.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X59	ANNUAL	35,278.88	38,578.88	39,978.88	43,178.88	45,478.88	47,778.88	50,078.88	52,378.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X60	ANNUAL	35,278.88	38,678.88	39,978.88	43,278.88	45,578.88	47,878.88	50,178.88	52,478.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X61	ANNUAL	35,278.88	38,778.88	39,978.88	43,378.88	45,678.88	47,978.88	50,278.88	52,578.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X62	ANNUAL	35,278.88	38,878.88	39,978.88	43,478.88	45,778.88	48,078.88	50,378.88	52,678.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X63	ANNUAL	35,278.88	38,978.88	39,978.88	43,578.88	45,878.88	48,178.88	50,478.88	52,778.88
	MONTHLY	2,939.91	3,173.24	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,561.62	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X64	ANNUAL	35,278.88	39,078.88	39,978.88	43,678.88	45,978.88	48,278.88	50,578.88	52,878.88
	MONTHLY	2,939.91	3,250.74	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,625.37	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X65	ANNUAL	35,278.88	39,178.88	39,978.88	43,778.88	46,078.88	48,378.88	50,678.88	52,978.88
	MONTHLY	2,939.91	3,250.74	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,625.37	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X66	ANNUAL	35,278.88	39,278.88	39,978.88	43,878.88	46,178.88	48,478.88	50,778.88	53,078.88
	MONTHLY	2,939.91	3,250.74	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,625.37	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X67	ANNUAL	35,278.88	39,378.88	39,978.88	43,978.88	46,278.88	48,578.88	50,878.88	53,178.88
	MONTHLY	2,939.91	3,250.74	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,625.37	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X68	ANNUAL	35,278.88	39,478.88	39,978.88	44,078.88	46,378.88	48,678.88	50,978.88	53,278.88
	MONTHLY	2,939.91	3,250.74	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,625.37	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X69	ANNUAL	35,278.88	39,578.88	39,978.88	44,178.88	46,478.88	48,778.88	51,078.88	53,378.88
	MONTHLY	2,939.91	3,250.74	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,625.37	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X70	ANNUAL	35,278.88	39,678.88	39,978.88	44,278.88	46,578.88	48,878.88	51,178.88	53,478.88
	MONTHLY	2,939.91	3,250.74	3,354.91	3,562.41	3,770.00	3,977.50	4,185.00	4,392.50
	BIWEEKLY	1,356.88	1,625.37	1,690.52	1,857.34	2,024.16	2,190.98	2,357.80	2,524.62
X71	ANNUAL	35,278.88	39						

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X51	ANNUAL	38,575.68	40,108.64	41,704.00	43,363.84	45,090.24	46,883.20	48,748.96	50,687.52
	MONTHLY	3,214.64	3,342.39	3,475.33	3,613.65	3,757.52	3,906.93	4,062.41	4,223.96
	BIWEEKLY	1,483.68	1,542.64	1,604.00	1,667.84	1,734.24	1,803.20	1,874.96	1,949.52
	HOURLY	18.546	19.283	20.050	20.848	21.678	22.540	23.437	24.369
X52	ANNUAL	48,865.44	49,129.60	49,397.92	49,666.24	49,936.64	50,207.04	50,479.52	50,754.08
	MONTHLY	4,072.12	4,094.13	4,116.49	4,138.85	4,161.39	4,183.92	4,206.63	4,229.51
	BIWEEKLY	1,879.44	1,889.60	1,899.92	1,910.24	1,920.64	1,931.04	1,941.52	1,952.08
	HOURLY	23.493	23.620	23.749	23.878	24.008	24.138	24.269	24.401
X53	ANNUAL	41,173.60	42,456.96	43,777.76	45,142.24	46,546.24	47,996.00	49,491.52	51,032.80
	MONTHLY	3,431.13	3,538.08	3,648.15	3,761.85	3,878.85	3,999.67	4,124.29	4,252.73
	BIWEEKLY	1,583.60	1,632.96	1,683.76	1,736.24	1,790.24	1,846.00	1,903.52	1,962.80
	HOURLY	19.795	20.412	21.047	21.703	22.378	23.075	23.794	24.535
X54	ANNUAL	38,636.00	40,208.48	41,845.44	43,546.88	45,319.04	47,164.00	49,081.76	51,080.64
	MONTHLY	3,219.67	3,350.71	3,487.12	3,628.91	3,776.59	3,930.33	4,090.15	4,256.72
	BIWEEKLY	1,486.00	1,546.48	1,609.44	1,674.88	1,743.04	1,814.00	1,887.76	1,964.64
	HOURLY	18.575	19.331	20.118	20.936	21.788	22.675	23.597	24.558
X55	ANNUAL	35,012.64	36,959.52	39,014.56	41,186.08	43,476.16	45,893.12	48,445.28	51,140.96
	MONTHLY	2,917.72	3,079.96	3,251.21	3,432.17	3,623.01	3,824.43	4,037.11	4,261.75
	BIWEEKLY	1,346.64	1,421.52	1,500.56	1,584.08	1,672.16	1,765.12	1,863.28	1,966.96
	HOURLY	16.833	17.769	18.757	19.801	20.902	22.064	23.291	24.587

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X56	ANNUAL	38,636.00	40,225.12	41,880.80	43,603.04	45,396.00	47,263.84	49,206.56	51,230.40
	MONTHLY	3,219.67	3,352.09	3,490.07	3,633.59	3,783.00	3,938.65	4,100.55	4,269.20
	BIWEEKLY	1,486.00	1,547.12	1,610.80	1,677.04	1,746.00	1,817.84	1,892.56	1,970.40
	HOURLY	18.575	19.339	20.135	20.963	21.825	22.723	23.657	24.630
X57	ANNUAL	44,064.80	45,061.12	46,080.32	47,122.40	48,189.44	49,279.36	50,394.24	51,534.08
	MONTHLY	3,672.07	3,755.09	3,840.03	3,926.87	4,015.79	4,106.61	4,199.52	4,294.51
	BIWEEKLY	1,694.80	1,733.12	1,772.32	1,812.40	1,853.44	1,895.36	1,938.24	1,982.08
	HOURLY	21.185	21.664	22.154	22.655	23.168	23.692	24.228	24.776
X58	ANNUAL	43,108.00	44,227.04	45,375.20	46,552.48	47,760.96	48,998.56	50,271.52	51,575.68
	MONTHLY	3,592.33	3,685.59	3,781.27	3,879.37	3,980.08	4,083.21	4,189.29	4,297.97
	BIWEEKLY	1,658.00	1,701.04	1,745.20	1,790.48	1,836.96	1,884.56	1,933.52	1,983.68
	HOURLY	20.725	21.263	21.815	22.381	22.962	23.557	24.169	24.796
X59	ANNUAL	43,145.44	44,279.04	45,443.84	46,637.76	47,862.88	49,121.28	50,412.96	51,737.92
	MONTHLY	3,595.45	3,689.92	3,786.99	3,886.48	3,988.57	4,093.44	4,201.08	4,311.49
	BIWEEKLY	1,659.44	1,703.04	1,747.84	1,793.76	1,840.88	1,889.28	1,938.96	1,989.92
	HOURLY	20.743	21.288	21.848	22.422	23.011	23.616	24.237	24.874
X60	ANNUAL	41,252.64	42,646.24	44,087.68	45,576.96	47,116.16	48,707.36	50,354.72	52,054.08
	MONTHLY	3,437.72	3,553.85	3,673.97	3,798.08	3,926.35	4,058.95	4,196.23	4,337.84
	BIWEEKLY	1,586.64	1,640.24	1,695.68	1,752.96	1,812.16	1,873.36	1,936.72	2,002.08
	HOURLY	19.833	20.503	21.196	21.912	22.652	23.417	24.209	25.026

EXCLUDED - X RANGES

Effective August 19, 2010

PAY RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	
X61	ANNUAL	50,573.12	50,849.76	51,124.32	51,403.04	51,681.76	51,962.56	52,245.44	52,528.32
	MONTHLY	4,214.43	4,237.48	4,260.36	4,283.59	4,306.81	4,330.21	4,353.79	4,377.36
	BIWEEKLY	1,945.12	1,955.76	1,966.32	1,977.04	1,987.76	1,998.56	2,009.44	2,020.32
	HOURLY	24.314	24.447	24.579	24.713	24.847	24.982	25.118	25.254
X62	ANNUAL	44,618.08	45,774.56	46,962.24	48,181.12	49,431.20	50,714.56	52,029.12	53,379.04
	MONTHLY	3,718.17	3,814.55	3,913.52	4,015.09	4,119.27	4,226.21	4,335.76	4,448.25
	BIWEEKLY	1,716.08	1,760.56	1,806.24	1,853.12	1,901.20	1,950.56	2,001.12	2,053.04
	HOURLY	21.451	22.007	22.578	23.164	23.765	24.382	25.014	25.663
X63	ANNUAL	43,977.44	45,373.12	46,814.56	48,299.68	49,834.72	51,415.52	53,048.32	54,733.12
	MONTHLY	3,664.79	3,781.09	3,901.21	4,024.97	4,152.89	4,284.63	4,420.69	4,561.09
	BIWEEKLY	1,691.44	1,745.12	1,800.56	1,857.68	1,916.72	1,977.52	2,040.32	2,105.12
	HOURLY	21.143	21.814	22.507	23.221	23.959	24.719	25.504	26.314
X64	ANNUAL	49,006.88	49,947.04	50,905.92	51,883.52	52,879.84	53,894.88	54,928.64	55,983.20
	MONTHLY	4,083.91	4,162.25	4,242.16	4,323.63	4,406.65	4,491.24	4,577.39	4,665.27
	BIWEEKLY	1,884.88	1,921.04	1,957.92	1,995.52	2,033.84	2,072.88	2,112.64	2,153.20
	HOURLY	23.561	24.013	24.474	24.944	25.423	25.911	26.408	26.915
X65	ANNUAL	43,212.00	45,021.60	46,906.08	48,869.60	50,916.32	53,048.32	55,267.68	57,582.72
	MONTHLY	3,601.00	3,751.80	3,908.84	4,072.47	4,243.03	4,420.69	4,605.64	4,798.56
	BIWEEKLY	1,662.00	1,731.60	1,804.08	1,879.60	1,958.32	2,040.32	2,125.68	2,214.72
	HOURLY	20.775	21.645	22.551	23.495	24.479	25.504	26.571	27.684

BEFORE THE PERSONNEL BOARD OF THE CITY OF LINCOLN, NEBRASKA

CITY - COUNTY PERSONNEL
2011 FEB 2 AM 9 26

MARK MURPHY,

Appellant,

vs.

FINANCE/COMMUNICATIONS
DEPARTMENT,

Appellee.

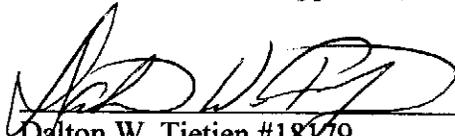
NOTICE OF APPEAL

COMES NOW Mark Murphy, by and through his union attorney, Dalton W. Tietjen, and hereby appeals to the Personnel Board the denial of his grievance regarding improper shift bid procedures in the 911 center, and requests that a hearing be held to reverse Don Herz' decision, uphold the grievance and order that a new, contractually appropriate bid procedure be held.

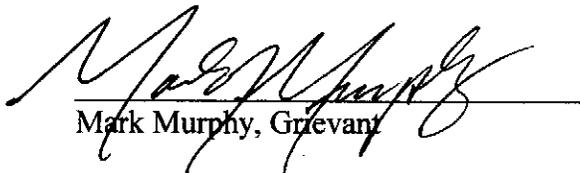
Dated: 2/1/11

MARK MURPHY, Appellant,

By:



Dalton W. Tietjen #18179
TIETJEN, SIMON & BOYLE
1023 Lincoln Mall, #202
Lincoln, NE 68508
(402) 438-1437
Attorney for Appellant Murphy/LCEA



Mark Murphy, Grievant

Persbdappeal



Finance Department
Don Herz, Director
555 South 10th Street
Suite 103
Lincoln, Nebraska 68508

402-441-7411
fax: 402-441-8325



MAYOR CHRIS BEUTLER

lincoln.ne.gov

January 12, 2011

Mark Murphy
1020 Carlos Drive
Lincoln, NE 68505

Reference: 12/20/2009²⁰¹⁰ Grievance

Dear Mr. Murphy,

I have reviewed your grievance of 12/20/2009; documentation relative to the shift bid which occurred December 8, 2010; and all relevant provisions of the LCEA Contract. Based upon my review of this material it is my conclusion that I must deny your grievance.

The Lincoln Emergency Communications Center conducted the 2011 annual shift bid postings process in full compliance with Article 12 Section 3 of the LCEA Contract. It should be noted that changes to the shift bid postings were made on November 18 and November 25 to address concerns expressed by LCEA.

Pursuant to Article 2 Section 2C of the LCEA Contract the 2011 shift assignments were made on December 16th, 2010. It should be noted that –

- 1) A Flex Work Schedule has been past practice of the Emergency Communications Center, meeting all requirements of LCEA Article 12 Section 4. Flex shifts were not listed as available in the shift posting that was posted on November 25 in response to concerns raised by LCEA.
- 2) Your assignment to cover first shift supervisory duties was made after you exercised your bid and was made to cover a shift that became open due to a special assignment in accordance with LCEA contract.
- 3) A pilot 12 Hour Schedule for two ESDIII/Supervisors was developed after the December 8 shift bid by the remaining two supervisors to provide maximum supervisory coverage and was approved with the 2011 shift assignments which were announced on December 16. This pilot provides for two ESDIII/Supervisors to work a primarily 12 hour work schedule with three 12 hour shifts and a 4 hour shift each pay week.

In accordance with the LCEA Contract, Article 9, Section 1, Step 2 you have the right to appeal to the Personnel Board.

Sincerely,

Don Herz,
Finance Director

Cc: Julie Righter
Don Taute
Mark Koller

CITY - COUNTY PERSONNEL
2011 JAN 10 AM 11 14

CITY - COUNTY PERSONNEL
2010 DEC 21 AM 7 33

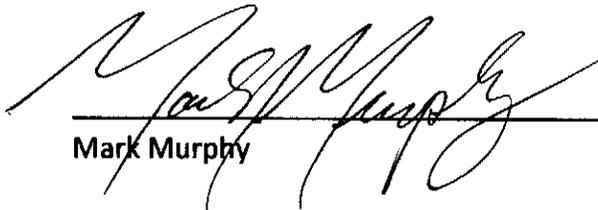
TO: Don Herz, Julie Righter, Mark Koller
FROM: Mark Murphy
DATE: December 20, 2010

STATEMENT OF GRIEVANCE – MARK MURPHY

The contractually required annual shift bid procedure was held December 8, 2010. Results were announced by Personnel Order dated December 16, 2010. The results of the bid were that some employees were assigned to shifts that were not identified in the bid procedure (flex positions and 12 hour shifts, neither of which is authorized by contract), & thereby resulted in improper assignment of employees. I was one of the improperly assigned employees. This constitutes a violation of LCEA Contract Article 12, Section 3.

My requested relief is that the entire bid procedure be invalidated, reposted, rebid and conducted appropriately under the terms of the LCEA contract.

Union representatives and I would be happy to meet and explain any aspects of this grievance, if it is felt to be necessary.


Mark Murphy

12/20/10
(Date)

BEFORE THE PERSONNEL BOARD OF THE CITY OF LINCOLN, NEBRASKA

CITY - COUNTY PERSONNEL
2011 FEB 2 AM 9 26

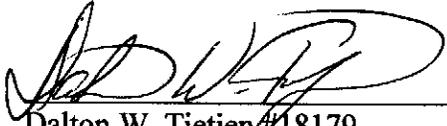
MARK MURPHY,)
)
Appellant,)
)
vs.)
)
FINANCE/COMMUNICATIONS)
DEPARTMENT,)
)
Appellee.)

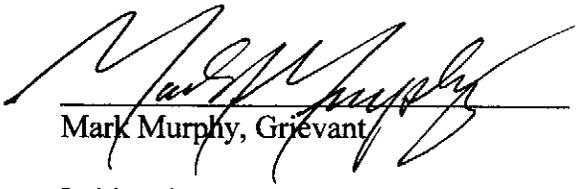
NOTICE OF APPEAL

COMES NOW Mark Murphy, by and through his union attorney, Dalton W. Tietjen, and hereby appeals to the Personnel Board the denial of his grievance regarding management's improper and contractually prohibited assignment of Mr. Murphy to first shift contrary to the bid process, and requests that a hearing be held to reverse Don Herz' decision on the grievance.

Dated: 2/1/11

MARK MURPHY, Appellant,

By: 
Dalton W. Tietjen #18179
TIETJEN, SIMON & BOYLE
1023 Lincoln Mall, #202
Lincoln, NE 68508
(402) 438-1437
Attorney for Appellant Murphy/LCEA


Mark Murphy, Grievant
Persbdappeal



Finance Department
Don Herz, Director
555 South 10th Street
Suite 103
Lincoln, Nebraska 68508

402-441-7411
fax: 402-441-8325



MAYOR CHRIS BEUTLER

lincoln.ne.gov

January 28, 2011

Mark Murphy
1020 Carlos Drive
Lincoln, NE 68505

Reference: January 6, 2011 Grievance

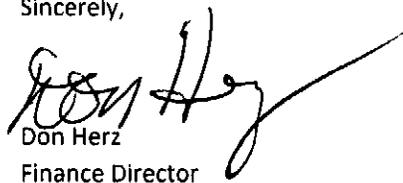
Dear Mr. Murphy,

I have reviewed your grievance of January 6, 2011; documentation relative to your assignment to first shift effective January 6, 2011; and all relevant provisions of the LCEA Contract. Based upon my review of this material it is my conclusion that I must deny your grievance.

Your assignment to cover first shift supervisory duties was made in accordance with LCEA Contract Article 2, Section 2 (C), to cover a shift that became open due to a special assignment. This reassignment was not a flex assignment as defined in the LCEA Contract Article 12, Section 4.

In accordance with the LCEA Contract, Article 9, Section 1, Step 2 you have the right to appeal to the Personnel Board.

Sincerely,


Don Herz
Finance Director

Cc: Julie Righter
Don Taute
Mark Koller

CITY - COUNTY PERSONNEL
2011 JAN 24 AM 7 37

CITY - COUNTY PERSONNEL

2011 JAN 6 PM 3 44

TO: Don Herz, Julie Righter, Mark Koller

FROM: Mark Murphy

DATE: January 6, 2011

STATEMENT OF GRIEVANCE – MARK MURPHY

On December 9, 2010, I was required to move from my normal schedule of third shift to first shift. According to Article 12, Section 4 of the LCEA contract, such a schedule change may be made, if proper notice is given, but the change may not last more than 40 working hours. The 40 working hours would have expired on December 17, 2010. I was never returned to my normal shift, which constitutes a continuing violation of the contract.

Union representatives and I would be happy to meet and explain any aspects of this grievance, if it is felt to be necessary.



Mark Murphy (Date)

CC: Dalton Tietjen
Michele Selvage

Mark Murphy

From: Julie Righter
Sent: Friday, November 26, 2010 19:55
To: Mark Murphy
Subject: Inquiry

Mark,

The purpose of this message is to serve as your notice that we are currently investigating an inquiry related to your behavior at shift training prior to the CAD upgrade .

Julie J. Righter



DATE: December 2nd, 2010
TO: Mark Murphy, ESDIII
FROM: Julie Righter, Communications Coordinator *JR*
TOPIC: Supervisory Duties

You are hereby notified that effective immediately you have been relieved of all supervisory duties. Please forward any pending assignments that you may have to Sharon Codr by 0700 on December 3rd.



PERSONNEL ORDER

NUMBER: 102-2010
SUBJECT: Assignments/Acting ESDIII
DATE: December 2nd, 2010

Effective December 2nd:

Mark Murphy relieved of all Supervisory Duties until further notice.

Brenda Roby assigned Acting ESDIII 2300-0700 Saturday-Wednesday and Megan Ellis Thursday-Friday.

Effective December 9th:

Mark Murphy assigned to 0700-1500 hours with Tue/Wed RDOs. To accommodate Mark's change to first shift he will work the following December 9-15.

9	10	11	12	13	14	15
Thu	Fri	Sat	Sun	Mon	Tue	Wed
Flex off	07-15	07-15	07-15	07-15	07-15	rdo

Terri Heiser assigned to 2300-0700 hours with Fri/Sat RDOs.

Additional assignments:

Gregg Witfoth assigned Acting ESDIII 0700-1500 December 11.

Tim Flaherty assigned Acting ESDIII 0700-1500 December 12.

Linda Flaherty assigned Acting ESDIII 0700-1500 December 18-22, December 25-29, and January 1-2.

Kelly Davila assigned Acting ESDIII 0700-1500 December 16-17, December 23-24 and December 30-31.



PERSONNEL ORDER

NUMBER: 108-2010
SUBJECT: Assignments/Acting ESDIII
DATE: December 17th, 2010

Mark Murphy's supervisory duties reinstated, assigned as first shift ESDIII during Linda Thurber's absence December 23rd – January 2nd, 2010. Per policy senior ESDII will be acting ESDIII on Mark Murphy's RDOs.