

September 3, 2025

To: Members of the Public Safety and Governance Committee

From: Sheryl M. M. Long, City Manager

Subject: **Emergency Ordinance – Establishing Classifications and Salary Ranges for Dietetic Technician (B Version)**

Attached is an Emergency Ordinance captioned:

MODIFYING the provisions of Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code by **ORDAINING** new Section 279 of Division 1 to establish the classification title and salary range schedule for the new employment classification of Dietetic Technician.

The Human Resources Director has approved the request for this ordinance to establish the classification of Dietetic Technician and salary range. The recommended salary range is based upon a market study to identify current scopes of work and future career paths for the classification structure. The Human Resources Department conducted a market analysis to evaluate the classification and compensation for the Dietetic Technician position. The classification is necessary to ensure the retention of staff in this specialized area of work.

The Administration recommends passage of this Emergency Ordinance.

cc: Latisha Hazell, Human Resources Director