

City of Cincinnati



Interdepartmental
Correspondence Sheet

August 5, 2020

To: Mayor and Members of City Council

From: Paula Boggs Muething, Interim City Manager

Subject: Ordinance: New Classification and Salary Range for the Public Employees Assistance Program Counselor

Attached is an ordinance captioned:

ESTABLISHING the classification and salary range schedule for the new employment classification of Public Employees Assistance Program Counselor and **ENACTING** Section 247 of Division 4, Chapter 307 of the Cincinnati Municipal Code, consistent with the organizational changes described herein, in order to implement the new title and classification of Public Employees Assistance Program Counselor that will replace the existing title and classification of Public Health Consultant classification

The Human Resources Director has approved the request for this ordinance to establish the salary schedule and classification title for the new employment classification of Public Employees Assistance Program Counselor. The Department of Human Resources has done due diligence and conducted appropriate evaluation to ensure that the new salary schedule and classification title is consistent with similar positions with factors considered throughout the evaluation process including, scope of work and responsibility. The creation of the classification is necessary to fit the needs of the City, and consistent with the organizational changes described herein.

City Administration recommends passage of this ordinance.

cc: William M. Brown, Human Resources Director