



4

DEPARTMENT OF
PERSONNEL

CITY OF SACRAMENTO
CALIFORNIA

801 NINTH STREET
ROOM 210
SACRAMENTO, CA
95814-2693

PERSONNEL MANAGEMENT
SERVICES DIVISION

November 4, 1987

APPROVED
BY THE CITY COUNCIL

916-449-5726

City Council
Sacramento, California

NOV 10 1987

DONNA L. GILES
DIRECTOR OF
PERSONNEL

Honorable Members in Session

OFFICE OF THE
CITY CLERK

SUBJECT: PROPOSED RETITLING - WORKERS COMPENSATION CLAIMS MANAGER AND SCIENCE
CENTER SUPERVISOR

SUMMARY

This report recommends approval of title changes to the Workers Compensation Claims Manager and the Science Center Supervisor to maintain the current management titling scheme and to accurately reflect the responsibilities of the classification.

BACKGROUND AND ANALYSIS

In September 1987, the City Council approved several management title changes which were intended to provide consistency and uniformity in nomenclature and to denote level of responsibility. Part of that plan consisted of changing the titles of section heads to include the term "Administrator" for white collar workers and the term "Superintendent" for blue collar workers. Not all the intended title changes occurred in September, however, due either to current reorganizations or to oversight.

The Science Center Supervisor is a section head in the Museum and History Division of Parks and Community Services. Because it is a white collar section head, it is appropriate, in keeping with the City's new titling scheme, to retitle the class to Science Center Administrator.

Another proposal involves retitling the Workers Compensation Claims Manager to Occupational Health and Safety Manager. While the current title is in keeping with other division head titles because it has the term "Manager" in it, it does not accurately reflect the responsibilities of the position. Specifically, the position oversees the City's safety and occupational health programs as well as the processing of workers compensation claims. By changing the title to Occupational Health and Safety Manager, the responsibilities of the position are clear.

As in the case of the previous title changes, no change in responsibilities or salary is proposed.

RECOMMENDATION

It is recommended that the City Council approve the proposed exempt management title changes as follows:

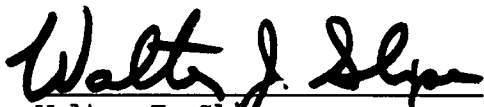
- 1. Retitle the Science Center Supervisor to Science Center Administrator.
- 2. Retitle the Workers Compensation Claims Manager to Occupational Health and Safety Manager.

Respectfully Submitted,



Donna L. Giles
Director of Personnel

Recommendation Approved:



Walter J. Slize
City Manager

All Districts
November 10, 1987

RESOLUTION NO. 87-930

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

November 10, 1987

AMENDING RESOLUTION 87-013 RELATING TO SALARY SCHEDULES, EMPLOYER-EMPLOYEE RELATIONS POLICY, AND DESIGNATION OF EXEMPT JOB CLASSIFICATIONS

APPROVED BY THE CITY COUNCIL
NOV 10 1987
OFFICE OF THE CITY CLERK

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT RESOLUTION 87-013 IS AMENDED AS FOLLOWS, EFFECTIVE NOVEMBER 14, 1987:

Section 1.

Exhibit A, Salary Schedules, Schedule #1, Management, salaries is amended by:

- a. The modification of the title of Science Center Supervisor to Science Center Administrator, with no change in salary.
- b. The modification of the title of Workers Compensation Claims Manager to Occupational Health and Safety Manager with no change in salary.

Section 2.

Exhibit B, Employer-Employee Relations Policy, is amended by the:

- a. Modification of the title of Science Center Supervisor to Science Center Administrator.
- b. Modification of the title of Workers Compensation Claims Manager to Occupational Health and Safety Manager.

Section 3.

Exhibit C, Designation of Exempt Job Classifications, is amended as follows:

- a. The title of Science Center Supervisor is modified to Science Center Administrator.
- b. The title of Workers Compensation Claims Manager is modified to Occupational Health and Safety Manager.

ATTEST:

MAYOR

CITY CLERK