

Classification Title	New or Revised Classification Title	Board Meeting Date	Staff Report	Resolution Number	Union Affiliation	New or Revised Classification	Fiscal Impact	Reason
Project Manager I	Project Manager I	1/26/2022	22-004	Res# 22-004	AFSCME	New	No	Project Manager I is a bridge classification from the Project Coordinator to the more advanced level Project Manager II and Senior Project Manager. Currently, there is no path for employees to promote into the higher level classifications, and Project Manager I allows employees to gain more experience in project management by assisting higher level Project Managers and taking on routine to moderately complex projects.
Project Coordinator	Project Coordinator	1/26/2022	22-004	Res# 22-004	AFSCME	Revised	No	The Project Manager series has been revised and updated to reflect a more fluid career path and opportunities for internal promotions. The minimum qualifications for all classifications in this series have been updated to have external and internal qualifying experience, with the internal qualifying experience allowing internal candidates to qualify more easily for promotional opportunities and rewarding time within the District more distinctly. The Project Manager series is now flexibly staffed, creating more flexibility for internal candidates to move to the experienced level of Project Manager I and II. The Project Coordinator and Project Manager I are represented by AFSCME.
Project Manager	Project Manager II	1/26/2022	22-004	Res# 22-004	AFSCME	Revised	No	The Project Manager series has been revised and updated to reflect a more fluid career path and opportunities for internal promotions. The minimum qualifications for all classifications in this series have been updated to have external and internal qualifying experience, with the internal qualifying experience allowing internal candidates to qualify more easily for promotional opportunities and rewarding time within the District more distinctly. The Project Manager series is now flexibly staffed, creating more flexibility for internal candidates to move to the experienced level of Project Manager I and II. The Project Coordinator and Project Manager I are represented by AFSCME.
Senior Project Manager	Senior Project Manager	1/26/2022	22-004	Res# 22-004	AFSCME	Revised	No	The Project Manager series has been revised and updated to reflect a more fluid career path and opportunities for internal promotions. The minimum qualifications for all classifications in this series have been updated to have external and internal qualifying experience, with the internal qualifying experience allowing internal candidates to qualify more easily for promotional opportunities and rewarding time within the District more distinctly. The Project Manager series is now flexibly staffed, creating more flexibility for internal candidates to move to the experienced level of Project Manager I and II. The Project Coordinator and Project Manager I are represented by AFSCME.
Assistant Facilities Maintenance Manager	Assistant Facilities Maintenance Manager	5/11/2022	22-275	Res#22-019	AFSCME	New	No	Assistant Facilities Maintenance Manager is being created to assist the Facilities Maintenance Manager with the increased responsibility of District facilities, including bus shelters. The Assistant Facilities Maintenance Manager will handle the day-to-day operations of the District facilities, while the Facilities Maintenance Manager will be responsible for all District facilities as well as the strategic plans and upgrades of District facilities. Additionally, the Assistant Facilities Maintenance Manager will provide a bridge and career path to Facilities Maintenance Manager.

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Director of Human Resources	Director of Human Resources	5/11/2022	22-275	Res#22-019	Unrepresented	New	No	Director of Human Resources is being created to provide additional leadership and career pathing for the Human Resources Department. The most urgent item identified was Director of Human Resources, as the Human Resources Department is one of the only departments without a director level. The remaining Human Resources classifications will be revised and updated shortly, but because the urgent need to create an efficient leadership structure, the Director of Human Resources needed to be created as soon as possible.
Facilities Maintenance Manager	Facilities Maintenance Manager	5/11/2022	22-275	Res#22-019	AFSCME	Revised	No	Facilities Maintenance Manager has not been revised in over fifteen years. With the creation of the Assistant Maintenance Manager, the Facilities Maintenance Manager needed to be revised to ensure consistency in the classification series and to ensure a focus on management and strategy of District facilities. AFSCME was notified of the revision of this classification, and all questions were answered regarding this new classification.
Procurement and Materials Analyst	Procurement and Materials Analyst	6/22/2022	22-356	Res#22-025	AFSCME	New	No	This classification updates, maintains and provides extensive reporting for the District's procurement and materials systems. Currently, there is no dedicated position to the maintenance and reporting of data for the District's procurement and materials systems. As seen with the recent pandemic, it is vital that accurate reporting is needed for supply chain and logistics at the District.
Assistant Procurement and Materials Management Director	Assistant Director of Procurement and Materials Management	6/22/2022	22-356	Res#22-025	AFSCME	Revised	No	The revisions to this classification are minor and have been made to conform to approved classification format, to ensure compliance with District-specific terminology, and to align with the revisions made to the director-level classification. Some minor edits were made to knowledge, skills and abilities for the purpose of clarification of an existing knowledge or ability.
Procurement and Materials Director	Director of Procurement and Materials Management	6/22/2022	22-356	Res#22-025	AFSCME	Revised	Yes, \$10K	Duties, knowledge and abilities have been updated, and the title has been standardized to align with other director level classifications. Minimum qualifications have also been updated to align with other Director level classifications. An external market review of the salary for this classification was conducted, and the salary was under market. One salary grade increase will place Director of Procurement and Materials Management in a competitive salary and will align this classification with other Director level salary grades.
District Secretary	Board Administrative Officer/District Secretary	8/10/2022	22-453	Res#22-033	Unrepresented	Revised	No	A full rewrite of this classification was required as the last revisions to this classification occurred in 1989. The revisions conform to the standard classification format and with District-specific terminology. The definition and representative functions reflect the strategic leadership role and the expansion of duties and responsibilities assigned to the position since 1989. The title of Board Administrative Officer/District Secretary has been adopted to reflect the evolved responsibilities of this classification and to establish clarity with similar positions in the external market.
General Counsel	General Counsel/Chief Legal Officer	8/10/2022	22-453	Res#22-033	Unrepresented	Revised	No	The last significant revision to General Counsel classification occurred ten years ago. The current revisions conform to the standard classification format and with District-specific terminology. The title of General Counsel/Chief Legal Officer has been adopted to align with more modern titling of higher-level legal leadership positions. Additionally, the title reflects the importance of the role of the General Counsel/Chief Legal Officer internally to staff and externally to other agencies and companies as well as the external job market.

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General Manager	General Manager/Chief Executive Officer	8/10/2022	22-453	Res#22-033	Unrepresented	Revised	No	The last revision of the General Manager classification was conducted by the Board in preparation for the recruitment of the position, which was seven years ago. The current revisions to the classification specification conform to the standard classification format and with District-specific terminology. The title of General Manager/Chief Executive Officer has been adopted to align with current industry standards in titling of transit districts. Additionally, the title reflects the importance of the role of the General Manager/Chief Executive Officer internally to staff and externally to other agencies and companies as well as the external job market.
Director of Systems & Software Development	Director of Systems & Software Development	9/14/2022	22-484	Res#22-035	Unrepresented	Abolished	No	This classification is obsolete and is replaced by the Director of Innovation and Technology classification.
Innovation and Technology Supervisor	Innovation and Technology Supervisor	9/14/2022	22-484	Res#22-035	AFSCME	New	No	This classification was created as a component of the Innovation and Technology Department's management classification series. This classification is broader than the current individualized classifications for each unit supervisor. This will allow for more flexibility in organizational structure, career paths, employee development and assist will facilitate career advancement opportunities and succession planning.
Director of Innovation and Technology	Director of Innovation and Technology	9/14/2022	22-484	Res#22-035	Unrepresented	New	No	This classification was created as a component of the Innovation and Technology Department's management classification series to facilitate career progression for IT staff. This classification provides for a clear and well defined appropriate career path that and will facilitate career advancement opportunities and assist with succession planning. The Director of Systems and Software Development is being abolished.
Human Resources Manager	Human Resources Manager	9/14/2022	22-484	Res#22-035	Unrepresented	Revised	No	This classification has not been revised in eighteen years. The duties, knowledge, and abilities have been updated to reflect current human resources areas. The minimum qualifications have also been updated to establish a logical progression align within the Human Resources Management classification series.
Labor and Employee Relations Manager	Labor Relations Manager	9/14/2022	22-484	Res#22-035	Unrepresented	Revised	No	This classification has not been revised for five years. The duties, knowledge, and abilities have been updated to reflect the focus on Labor Relations, and the removal deletion of Employee Relations duties. The Employee Relations functions are now being performed in a separate unit.
Director of Project Controls and Systems Analysis	Director of Business Sciences	9/14/2022	22-484	Res#22-035	Unrepresented	Revised	No	The Director of Business Sciences is being revised to reflect the evolving nature of the unit. With the closeout of the Bus Rapid Transit (BRT) project, the focus of this group is on Business Analytics and Strategic Controls, which precipitated the name change of the unit to Business Sciences. The Unit supports District initiatives through organizing and leveraging data to identify trends, patterns, and root causes driving highly informed business decisions to improve performance.
Network PC Analyst	Innovation and Technology Service Analyst	9/28/2022	22-485	Res#22-036	AFSCME	Revised	No	This classification has not been updated in eight years. The duties and minimum qualifications have been updated to reflect the current work being performed and the requirements for these positions in the Desktop Services Unit.

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Senior Network PC Analyst	Senior Innovation and Technology Service Analyst	9/28/2022	22-485	Res#22-036	AFSCME	Revised	No	This classification has not been updated in nine years. The duties and qualifications have been updated to reflect the current work being performed and the requirements for these positions in the Desktop Services Unit.
Information and Technology Manager	Innovation and Technology Manager	9/28/2022	22-485	Res#22-036	Unrepresented	Revised	No	The title for this classification is being revised to create consistency with other IT classifications.
Manager of Systems Analysis	Manager of Systems Analysis	10/26/2022	22-485a	Res#22-042	Unrepresented	Abolished	No	Manager of Systems Analysis has become obsolete. The Manager of Systems Analysis classification is being abolished.
Manager of Business Analytics	Manager of Business Analytics	10/26/2022	22-485a	Res#22-042	Unrepresented	New	Yes, \$8K	The Manager of Business Analytics replaces the Manager of Systems Analysis. The duties of the Manager of Business Analytics are focused on data, analysis, and reporting. The current classification specification, Manager of Systems Analysis has become obsolete. The Manager of Systems Analysis classification is being abolished.
Media Affairs Manager	Media Affairs and Strategic Initiatives Manager	10/26/2022	22-485a	Res#22-042	Unrepresented	Revised	Yes, \$15K	This classification has revised to reflect the more complex duties, the expanded span of control, and the strategic projects assigned to this classification. The duties have been revised to describe the expert-level consultation that this classification provides to District staff and the Board of Directors.