

Classification Title	New or Revised Classification Title	Board of Directors or GM/CEO Approval	Board Meeting or GM/CEO Approval Date	Staff Report	Resolution Number	Union Affiliation	New or Revised Classification	Fiscal Impact	Reason
Project Manager I	Project Manager I	GM/CEO	5/11/2023	N/A	N/A	AFSCME	Revised	No	Minor Revision to Minimum Qualifications. Changed substitution language (year for year exchange for education and experience), which is standard substitution language. This change aligns this series with other classification substitution language.
Project Manager II	Project Manager II	GM/CEO	5/11/2023	N/A	N/A	Unrepresented	Revised	No	Minor Revision to Minimum Qualifications. Changed substitution language (year for year exchange for education and experience), which is standard substitution language. This change aligns this series with other classification substitution language.
Senior Project Manager	Senior Project Manager	GM/CEO	5/11/2023	N/A	N/A	Unrepresented	Revised	No	Minor Revision to Minimum Qualifications. Changed substitution language (year for year exchange for education and experience), which is standard substitution language. This change aligns this series with other classification substitution language.
Master Journey Level Mechanic	Master Journey Level Mechanic	GM/CEO	5/11/2023	N/A	N/A	ATU	Revised	No	Minor Revision to classification to modernize. In November 2022, HR staff met with the Joint Apprenticeship Committee (JAC) to begin revising the Master Journey Level Mechanic (MJLM) classification specification. The MJLM classification has remained unused over the past several years and was last revised in 2011. In November 2022, the JAC began exploring options to further develop the career path for the mechanic series. Utilization of the MJLM classification would create career advancement opportunities for employees in the District's mechanic series, however, it was determined that the classification specification required some modification prior to recruitment.
Safety Manager	Safety Manager	GM/CEO	5/11/2023	N/A	N/A	Unrepresented	Revised	No	Minor Revision to the certification requirement for immediate recruitment need.
Schedule Analyst	Schedule Analyst	GM/CEO	11/17/2023	N/A	N/A	ATU	Revised	No	Minor Revision to Minimum Qualifications for recruitment needs and to broaden the candidate pool for difficult to recruit for position.
Senior Schedule Analyst	Senior Schedule Analyst	GM/CEO	11/17/2023	N/A	N/A	ATU	Revised	No	Minor Revision to Minimum Qualifications for recruitment needs and to broaden the candidate pool for difficult to recruit for position.
Contracts Services Manager	Contracts Services Manager	Board	1/11/2023	23-001	23-002	Unrepresented	Revised	No	The Contracts Services Manager classification was last revised in 2014 and the representative functions have been modernized to reflect the current body of work assigned to the position.

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Senior Contracts Specialist	Senior Contracts Specialist	Board	1/11/2023	23-001	23-002	Unrepresented	Revised	No	The Assistant Contracts Specialist, Contract Specialist, and Senior Contracts Specialist classifications were last revised in 2019. The revisions are minor and including flexible staffing language in the Assistant and Contracts Specialist classifications. The designation as a flexibly staffed series creates consistency with other District classification series and opportunities for internal candidates to move from the entry to the experienced level with greater ease.
Contracts Specialist	Contracts Specialist	Board	1/11/2023	23-001	23-002	Unrepresented	Revised	No	The Assistant Contracts Specialist, Contract Specialist, and Senior Contracts Specialist classifications were last revised in 2019. The revisions are minor and including flexible staffing language in the Assistant and Contracts Specialist classifications. The designation as a flexibly staffed series creates consistency with other District classification series and opportunities for internal candidates to move from the entry to the experienced level with greater ease.
Assistant Contracts Specialist	Assistant Contracts Specialist	Board	1/11/2023	23-001	23-002	Unrepresented	Revised	No	The Assistant Contracts Specialist, Contract Specialist, and Senior Contracts Specialist classifications were last revised in 2019. The revisions are minor and including flexible staffing language in the Assistant and Contracts Specialist classifications. The designation as a flexibly staffed series creates consistency with other District classification series and opportunities for internal candidates to move from the entry to the experienced level with greater ease.
Director of Safety, Security, and Training	Director of Safety, Security, and Training	Board	2/8/2023	23-131	23-009	Unrepresented	New	No	This classification will be responsible for the direction and oversight of the District's safety functions, including transit operations, environmental, construction, and industrial safety; safety training, emergency preparedness, and accident investigation. The adoption of the new classification for the Director of Safety, Security, and Training does not have any financial implications. A budgeted position for this classification was approved during the mid-year budget review in January 2023.
Director of Capital Projects	Director of Capital Projects	Board	9/27/2023	23-236	23-019	Unrepresented	Revised	Yes	This classification was last revised in 2016. The minimum qualifications, duties, knowledge, and abilities have been updated to align with other Director level classifications. The salary was upgraded from Salary Grade 13 to Grade 14, which aligns the salary with the external labor market and establishes parity with the District's other Director level classifications. The cost for the recommended salary upgrade is \$20,000. Staff anticipated the associated cost and the recommended upgrade has been incorporated into the FY 23/24 budget.

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Marketing and Communications Director	Director of Marketing, Communications, and Customer Service	Board	9/27/2023	23-236	23-019	Unrepresented	Revised	Yes	This classification was last revised in 2013. The minimum qualifications, duties, knowledge, and abilities have been updated, and the title standardized to align with other District Director level classifications. The salary was upgraded from Salary Grade 13 to Grade 14, which aligns the salary with the external labor market and establishes parity with the District's other Director level classifications. The cost for the recommended salary upgrade is \$20,000. Staff anticipated the associated cost and the recommended upgrade has been incorporated into the FY 23/24 budget.