

# FY24 Mid-Year Personnel Paper

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# Types of Personnel Actions...



**Position Abolishment** – This action eliminates an FTE (*position*) from a department.



**Position Creation Classified** – To create a new position with authorized funds for salary + benefits. (*This position has civil service board rights*).



**Position Creation Unclassified** – To create a new position with authorized funds for salary + benefits. (*This position services at the will of the organization*).



**Position Reclassification with Incumbent** – Indicates a position classification is being changed because the employee has acquired some responsibilities, lost some responsibilities, or promoted to a new role.



**Position Reclassification without Incumbent** – The position is either filled (the incumbent does not qualify for the reclassification) or vacant and the department is requesting a reclassification to a new title.



**Classification Abolishment** – This action eliminates an existing classification (*title*).



**Classification Creation** – The existing classification schedule does not have the classification that reflects the responsibilities needed. The department can request a new classification.



**Grade Amendment** – The pay grade is changed to address expanding responsibilities and/or external/internal compensation issues.



**Class Title Amendment** – The current classification (title) no longer reflects the changes in responsibilities.

# Types of Personnel Actions



**Position Transfer** – Position is moving from one department to another, or the fund is changing (i.e. *general fund to aviation fund*).



**Position Funding Allocation** – Funding for position is split between two or more funds.



**Above Entry Hiring Authorizations** – Specific position can be filled above the minimum salary of the pay grade.



**Above Entry for Classification** – An entire classification can be filled above the minimum salary of the pay grade.



**SECTION 29****Summary of Personnel Actions**

<b>ABOLISHMENT CLASSIFICATION</b>		<b>CERT &amp; LICENSE INCENTIVE PAY</b>		<b>EMP SALARY ADJUSTMENT</b>	<b>98</b>	<b>RECLASSIFICATION WITH INCUMBENT</b>	<b>155</b>
<b>ABOLISHMENT POSITION</b>	<b>16</b>	<b>CLASS TITLE AMENDMENT</b>	<b>3</b>	<b>FUNDING ALLOCATION</b>	<b>4</b>	<b>RECLASSIFICATION W/O INCUMBENT</b>	<b>102</b>
<b>ABOVE ENTRY CLASSIFICATION</b>	<b>20</b>	<b>CREATION CLASSIFICATION</b>	<b>14</b>	<b>HAZARDOUS DUTY PAY</b>		<b>SALARY GRADE AMENDMENT</b>	<b>13</b>
<b>ABOVE ENTRY POSITION</b>	<b>42</b>	<b>CREATION POSITION</b>	<b>324</b>	<b>POSITION TRANSFER</b>	<b>109</b>	<b>TOTAL ACTIONS:</b>	<b>900</b>

- City Planning (8)
  - Law (7)
  - Aviation (1)
- 

Abolishment of Positions due to various positions that have become obsolete.

**ABOLISHMENT  
POSITION**

**16**



- Fire (16)
  - AIM (4)
- 

Above Entry for Classification will assist Fire with hiring for entry level positions and assist AIM with hard to fill positions.

**ABOVE ENTRY  
CLASSIFICATION**

**20**



- Fire (25)
  - Parks (7)
  - AIM (6)
  - Citizens Review Board (4)
- 

Above Entry for Position will assist the departments with the hiring and alignment of positions with the current market.

**ABOVE ENTRY  
POSITION**

**42**



- City Planning (1)
  - Executive (1)
  - Labor (1)
- 

Classification Title Amendment to adjust the title of the positions to best reflect job duties and responsibilities.

**CLASS TITLE  
AMENDMENT**

**3**





- Police (3)
- Labor (3)
- Human Resources (2)
- Public Defender (2)
- Fire (1)
- AIM (1)
- Corrections (1)
- Executive (1)

Classification Creations to create position titles that reflect the duties and responsibilities.

**CREATION  
CLASSIFICATION**

**14**



- Enterprise Assets (56)
- Police (42)
- Executive (42)
- Planning (28)
- Watershed (23)
- Parks (23)

Position Creations to transfer current Extra Help to an authorized position number. Repositioning existing vacancies to create the appropriate organizational structure.

The goal is to optimize resource allocation and enhance operational efficiency.

*\*Slide only shows the departments with the largest number of position creations\**

**CREATION  
POSITION**

**324**



- Aviation (83)
- Corrections (8)
- Transportation (6)
- Fire (1)

Employee Salary adjustments to address pay equity for ATL Enforcement Officer, and ATL Enforcement Supervisor within Aviation, Health Technician, and Licensed Practical Nurse within Corrections, Special Projects Coordinator within Fire and additional salary adjustments within Transportation.

**EMP SALARY  
ADJUSTMENT**

**98**



- AIM (2)
  - Public Works (1)
  - Law (1)
- 

Funding Allocation for internal service departments that must be split funded based on the service deliver.

**FUNDING  
ALLOCATION**

**4**



- Aviation (25)
- Public Works (22)
- Fire (18)
- Grants (17)

**POSITION  
TRANSFER**

**109**

Position Transfer to align resources to the correct fund or department organization.



*\*Slide only shows the departments with the largest number of position transfers\**



- Fire (33)
- Procurement (22)
- Solicitor (18)
- Aviation (14)

**RECLASSIFICATION  
WITH INCUMBENT**

**155**

Reclassification with Incumbent aligns resources with classifications more consistent with functional responsibilities. It also promotes career progression and development of the City's workforce.



*\*Slide only shows the departments with the largest number of reclassification with incumbent\**

- Aviation (26)
- Public Works (12)
- Human Resources (10)
- Watershed (8)

Reclassification without Incumbent are to re-purpose existing vacancies to address reorganization and to promote career progression and development of the City's workforce.

**RECLASSIFICATION  
W/O INCUMBENT**

**102**



*\*Slide only shows the departments with the largest number of reclassification without incumbent\**

- Corrections (4)
- AIM (3)
- Executive (2)
- Human Resources (2)
- Parks (1)
- Fire (1)

Salary Grade Amendment take into account internal and external market consideration which addresses compensation to remain competitive within the industry while ensuring internal equity among our employees.

## SALARY GRADE AMENDMENT

13



# Departments with No Personnel Actions



ATLANTA CITY  
COUNCIL



AUDIT



CUSTOMER  
SERVICE



ETHICS

# Additional Actions

- Correcting Pay Range for grade M.01. to align with the Mayor's current salary.
- Correcting the Pay Range for PS.04. and PS.05. for the Corrections Department.
- Replacing the City's Classification Table for General, Police, Fire, and Correction employees to reflect the 2.5% COLA for CY24 effective the first pay period of CY24.







# Questions

