



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Earle M. Chesley P.E., General Services Director
Jennifer Johnston, Director of Human Resources and Labor Relations

DATE: April 15, 2019

SUBJECT: Authorizing the change in job title from “Wastewater Operations Crew Leader” to “Wastewater Crew Leader” in the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index

Recommendation

Approve this report authorizing the change in job title from “Wastewater Operations Crew Leader” to “Wastewater Crew Leader”

Background

In 2017, General Services established the Wastewater Operations Crew Leader position and discontinued the use of the Wastewater Operations Supervisor position. The establishment of the Operations Crew Leader position was part of the Wastewater Division’s ongoing succession plan and has proven to be beneficial to the Division while reducing labor costs for the city. The Division has begun reevaluating its succession plan as it anticipates a number of retirements in the next 12 months. As part of the review, the Division identified the need to utilize the Crew Leader position in the maintenance section within the Division. The proposed title change will allow the Division more flexibility to assign the Crew Leader to any of the sections within the Division. It is anticipated that the flexibility created by this change will allow the Crew Leader resource to be allocated where it is needed to more efficiently operate the wastewater treatment plants. The proposed title change will not affect staffing levels or labor costs for the Division. Any changes to the position will take place following the retirement of the current Operations Crew Leader anticipated in June 2019.

Discussion

The Wastewater Division continues to plan for the future by regularly reviewing its succession plan as staff retires or moves on to opportunities outside of the city. The overall goal is to implement a staffing plan which allows for maximum flexibility between the various sections within the Division. It is anticipated that, as staff becomes more flexible working between sections within the Division, operational efficiencies will be realized in the form of lower equipment downtime and increased operational expertise.