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3 From the Director, Department of Transportation, and the Director of
4 Compensation/Human Resources Information System, Department of Human
5 Resources, requesting authorization to implement seasonal bonuses for Highway
6 Maintenance Supervisors, and Assistant Highway Maintenance Supervisors to provide
7 flexibility in recruiting for the difficult-to-fill classified positions, by recommending adoption
8 of the following:

9
10 **AN AMENDED RESOLUTION**

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12 WHEREAS, employers, including government employers, recognize the need to
13 periodically extend beyond traditional recruiting strategies to secure candidates for
14 classified “difficult-to-fill” positions to meet critical staffing needs; and

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16 WHEREAS, typical strategies for recruiting and retaining classified employees for
17 “difficult-to-fill” positions include bonuses and other creative measures to provide
18 incentives to candidates; and

19
20 WHEREAS, a classified position would be identified as “difficult-to-fill” based on
21 factors such as:

- 22
23 • The length of time required to fill similar vacant positions
24 • Recent turnover in similar positions
25 • The availability and quality of candidates possessing the required competencies
26 and qualifications
27 • Special or unique knowledge, skills, and abilities required for the position
28 • Other factors such as critical or emergency conditions

29
30 ; and

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32 ~~WHEREAS, positions that would immediately qualify and be designated as~~
33 ~~“difficult-to-fill” under the conditions above include 3rd shift Highway Maintenance~~
34 ~~Workers for snow removal; and~~

35
36 WHEREAS, File No. 19-255, as adopted March 21, 2019, designated Highway
37 Maintenance Workers in the Department of Transportation (DOT) as “difficult-to-fill”
38 positions, and authorized a \$200 per month retention bonus for each full month worked
39 retroactive to November 1, 2018, or the beginning of the winter season; and

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41 WHEREAS, File No. 19-255 also delegated to the Committee on Personnel the
42 authority to designate additional positions as “difficult-to-fill” and eligible for the retention
43 bonus outlined above; and

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45 WHEREAS, the Department of Human Resources, based on the
46 recommendation of the Director, DOT, requests the eight positions designated as of
47 Highway Maintenance “supervisors” and “assistant supervisors,” which supporting and
48 directing the Highway Maintenance Workers positions identified as “difficult-to-fill” under
49 the conditions above, also be designated as “difficult-to-fill” include but are not limited to
50 3rd shift Highway Maintenance and Assistant Highway Maintenance Supervisors for
51 snow removal; and

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53 WHEREAS, the Committee on Personnel, at its meeting of April 11, 2019,
54 recommended adoption of File No. 19-353 as amended (vote 5-0); now, therefore,
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56

57 BE IT RESOLVED, the Committee on Personnel, based on the recommendation
58 of the Chief Human Resources Officer, Department of Human Resources (DHR), ~~to~~
59 ~~implement the following strategy, DHR, designates the following position titles as difficult-~~
60 to-fill and eligible for the enhanced compensation benefits of \$200 for each full month
61 worked for the period November 1, 2018 through March 31, 2019, as outlined above, like
62 the Highway Maintenance Workers they supervise:

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<u>Position Title</u>	<u>Department</u>
Highway Maintenance Supervisors	Transportation
Assistant Highway Maintenance Supervisors	Transportation

66

67 ; and

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69 BE IT FURTHER RESOLVED, the Director, Office of Performance, Strategy, and
70 Budget, Department of Administrative Services, will verify the availability of funds in the
71 departmental accounts of hiring departments prior to DHR implementing the
72 strategy outlined above for any position.

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75 srb

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