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Vivian M. Lawyer

**VICE-CHAIRPERSON**  
Jeanne Zarnoch

**MEMBERS**  
Michael Richardson  
Susan Mascaro

**ALTERNATE MEMBER**  
Matthew Burns

**EXECUTIVE SECRETARY**  
Wanda Hutchinson

**RECORDING SECRETARY**  
Linda Bennett

**PERSONNEL BOARD**  
3430 Court House Drive  
Ellicott City, MD 21043  
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**HOWARD COUNTY PERSONNEL BOARD**  
**MEETING OF THE BOARD**  
**April 8, 2019**

A meeting of the Howard County Personnel Board was held on Monday, April 8, 2019 at 6:00 p.m. in the Columbia/Ellicott City Room of the George Howard Building, 3430 Court House Drive, Ellicott City, MD 21043.

**Present**

Vivian Lawyer, Chairperson  
Michael Richardson, Member  
Susan Mascaro, Member  
Wanda Hutchinson, Executive Secretary  
Melissa Goldmeier, Counsel  
Stacey Simmons, Chief of Pay and Classification, Office of Human Resources  
Linda Bennett, Recording Secretary

- I. The meeting was called to order at 6:07 p.m.
- II. The agenda was approved unanimously as presented.
- III. The minutes from meeting held on January 24, 2019 were approved unanimously as presented.
- IV. Proposed changes to the Class Plan for the Police Department were presented by Ms. Stacey Simmons. The updates pertain to minimum education and experience, required licenses, certificates and/or registrations, and class descriptions for all Police Officers, Corporals, Sergeants and Lieutenants.
- V. Board Members discussed the proposed Class Plan changes and requested further clarification to be presented at a Board meeting in May.

- VI. A County Code change was presented by Ms. Stacey Simmons proposing to add Assistant Administrator as an Executive Exempt position with the Fire Chief as the appointing authority.
- VII. Board Members discussed and approved the Code change unanimously as presented.
- VIII. During the Employee Speak-Out portion an employee asked why the changes to the County Code were proposed and would the FLSA changes be proposed in departments other than Fire and Police. The employee was informed that the changes were being proposed in public safety departments because of the Fair Labor Standards Laws and would not affect other departments.
- IX. Meeting was adjourned at 6:33 p.m.