

Introduced \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Council Action \_\_\_\_\_  
Executive Action \_\_\_\_\_  
Effective Date \_\_\_\_\_

## County Council of Howard County, Maryland

2025 Legislative Session

Legislative Day No. 1

### Bill No. 7 2025

Introduced by: Deb Jung

SHORT TITLE: Inspector General and Deputy Inspector General Pay Scale

AN ACT amending the Pay Plan for Howard County; providing pay scales for the Inspector General and Deputy Inspector General; providing for the application of this Act; and generally relating to the Pay Plan for Howard County

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Introduced and read first time \_\_\_\_\_, 2025. Ordered posted and hearing scheduled.

By order \_\_\_\_\_  
Michelle Harrod, Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on \_\_\_\_\_, 2025.

By order \_\_\_\_\_  
Michelle Harrod, Administrator

This Bill was read the third time on \_\_\_\_\_, 2025 and Passed \_\_\_\_, Passed with amendments \_\_\_\_\_, Failed \_\_\_\_\_.

By order \_\_\_\_\_  
Michelle Harrod, Administrator

Sealed with the County Seal and presented to the County Executive for approval this \_\_\_\_\_ day of \_\_\_\_\_, 2025 at \_\_\_ a.m./p.m.

By order \_\_\_\_\_  
Michelle Harrod, Administrator

Approved by the County Executive \_\_\_\_\_, 2025

\_\_\_\_\_  
Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment.

1           **WHEREAS**, Sections 706 and 707 of the Howard County Charter and Section 1.301 of  
2 the Howard County Code provide for the adoption of, and amendment to, the Howard County  
3 Pay Plan, which allocates each class of positions to the appropriate pay grade, and which  
4 establishes rules for administration of the Pay Plan for positions within County government; and  
5

6           **WHEREAS**, under Section 1.301(c) of the County Code, the Pay Plan, and any  
7 amendments thereto, are adopted by the County Council as attachments to the Council Bill  
8 through which the County Council exercises its legislative action on the Pay Plan; and  
9

10           **WHEREAS**, the current Pay Plan is proposed to be amended to establish pay rates for  
11 the positions of Inspector General and Deputy Inspector General employees that shall apply  
12 during Fiscal Year 2025; and  
13

14           **WHEREAS**, the positions of Inspector General and Deputy Inspector General were  
15 established via County Council adoption of CB61-2024 by the County Council on December 2,  
16 2024; and  
17

18           **WHEREAS**, prior to the recruitment and hiring of the Inspector General and Deputy  
19 Inspector General, the County Council is required to pass legislation amending the pay plan to  
20 account for the new positions;  
21

22           **NOW, THEREFORE,**  
23

24    *Section 1. Be It Enacted by the County Council of Howard County, Maryland, that it adopts*  
25    *amendments to the Pay Plan of Howard County, as shown in Attachment A to this Bill.*  
26

27    *Section 2. And Be It Further Enacted by the County Council of Howard County, Maryland,*  
28    *that the Administrator of the Office of Human Resources shall publish the Pay Plan and may*  
29    *correct obvious errors in section references, numbering, formatting, capitalization, spelling,*  
30    *grammar, headings and similar matters.*

1 **Section 3. And Be It Further Enacted** by the County Council of Howard County, Maryland,  
2 *that these amendments to the Pay Plan shall apply to the pay period that began on July 1, 2024.*

3

4 **Section 4. And Be It Further Enacted** by the County Council of Howard County, Maryland,  
5 *that the provisions of this Act shall apply 61 days after its enactment.*

## ATTACHMENT A

### Position Classification Codes and Pay Grades for Executive Exempt Employees

<b>Class Code</b>	<b>Classification</b>	<b>Pay Grade</b>
1119	Chief Administrative Officer	S
1117	Deputy Chief Administrative Officer	Q
1116	Chief of Staff	Q
1115	Administrator to County Council	Q
1114	Deputy Chief of Staff	P
1113	Human Resources Administrator	O
1111	Labor Relations Coordinator	N
1110	Transportation Administrator	O
1109	Community Sustainability Administrator	N
1107	Public Information Administrator – Administration	O
1107	Public Information Administrator- County Council	O
1105	Deputy Administrator to County Council	M
1104	Executive Assistant II - Assistant to County Executive	N
1104	Executive Assistant II - Assistant to Chief Administrative Officer	N
1103	Executive Assistant I - Assistant to County Executive	L
1103	Executive Assistant I - Assistant to Chief Administrative Officer	L
1103	Executive Assistant I-Assistant to County Council Administrator	L
1101	Special Assistant - County Council	L
1219	INSPECTOR GENERAL	Q
1218	DEPUTY INSPECTOR GENERAL	P
1217	Director of Finance	P
1215	County Auditor	P
1213	Budget Administrator	P
1211	Deputy Director of Finance	O
1212	Deputy County Auditor	O

<b>Class Code</b>	<b>Classification</b>	<b>Pay Grade</b>
1303	Administrative Analyst II	K
1306	Assistant Administrator-Executive Asst. to Chief of Police	M
1306	Assistant Administrator-Executive Asst. to Fire Chief	M
1307	Administrative Manager – Administrator of the Office of Agriculture	N
1413	Administrative Assistant- Secretary to County Solicitor	I
1413	Administrative Assistant - Secretary [[To]] to The Chief Administrative Officer	I
1413	Administrative Assistant - Secretary [[To]] to The Chief Of Staff	I
1413	Administrative Assistant - Secretary to the County Executive	I
1413	Administrative Assistant – Constituent Relations Assistant to the County Executive	I
1414	District Aide	H
1517	County Solicitor	Q
1515	Deputy Attorney - Deputy County Solicitor	P
1511	Principal Attorney - Office of Law	O
1507	Senior Attorney - Office of Law	N
1505	Attorney - Office of Law	M
1504	Entry Level Attorney - Office of Law	L
2119	Police Services Support Supervisor III - Animal Control Administrator	K
2120	Police Information Supervisor	N
2129	Chief of Police	R
2127	Police Major	PM4
2229	Director of Corrections	P
2227	Deputy Director of Corrections	N