



**CITY OF HUNTINGTON BEACH
INTER-DEPARTMENTAL COMMUNICATION
HUMAN RESOURCES**

TO: PERSONNEL COMMISSION

FROM: MICHELE WARREN, DIRECTOR OF HUMAN RESOURCES

SUBJECT: REVISIONS TO CROSS-CONNECTION CONTROL SPECIALIST JOB CLASSIFICATION SPECIFICATION

DATE: JUNE 19, 2019

The **Cross Connection Control Specialist** is a journey-level job classification within the Water Quality division of the Public Works Department and represented by the Municipal Employees Association (MEA).

Modifications to the **Cross Connection Control Specialist** class specification are recommended to 1) refresh the job duties 2) provide notification of DMV Employee Pull Notice Program participation and 3) include language stating the obligation to work as a Disaster Service Worker when necessary. The current pay grade remains the same.

The recommendation presented is based upon input from the Public Works and Human Resources Departments. The City and MEA have met and conferred regarding the changes to this classification.

At this time staff requests the Personnel Commission to approve the recommendation in accordance with Personnel Rule 12 regarding amendments to the City's Classification Plan.

STAFF RECOMMENDATION

Proposed Job Class Title: Cross Connection Control Specialist

Pay Grade: MEA192

Affected Employees: None

Recommendation: Approve changes to update the job class specification

Attachment: Cross Connection Control Specialist Job Class Specification

cc: Tom Herbel, Acting Director of Public Works
Brian Ragland, Utilities Manager
Derek Smith, Water Quality Supervisor
Judy Graham, MEA President