



# MEMORANDUM

Date: September 5, 2023

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
County Administrator

Re: **Proposed Additional New Classifications/Job Titles/Salary Grades**

On September 5, 2023 the Board of Supervisors approved new Job Codes and Job Titles with the accompanying Pay Grades. Following meetings with all the Elected Officials other than the Board of Supervisors, a group of twelve Job Codes, Job Titles and Salary Grades were recommended for approval with the initial group. This new list was referred to at the Board meeting as the amended list. Following the meeting, it was learned that the amended list had not been distributed to the Board of Supervisors.

I am requesting that the additional Job Titles be placed on the Agenda of September 19, 2023.

JKL/dym

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator  
Francisco Garcia, MD, MPH, Deputy County Administrator & Chief Medical Officer  
Steve Holmes, Deputy County Administrator  
Melissa Manriquez, Clerk of the Board

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**Elected Official Requests for BOS 9/5/2023 meeting (Not included in BOS meeting addendum)**

<b>Job Code</b>	<b>Job Title</b>	<b>Pay Grade</b>	<i>Minimum</i>	<i>Midpoint</i>	<i>Maximum</i>
5987	Division Manager - Treasurer's Office	19	\$102,213	\$127,766	\$153,320
5988	Treasurer's Office Services Manager	17	\$80,508	\$96,610	\$112,711
5989	Information Technology Applications Engineer II	17	\$80,508	\$96,610	\$112,711
5990	Sheriff's Executive Aide	17	\$80,508	\$96,610	\$112,711
5991	Department Personnel Specialist I - Elected Official	6	\$41,811	\$49,128	\$56,445
5992	Department Personnel Specialist II - Elected Official	10	\$49,763	\$59,715	\$69,668
5993	Department Personnel Coordinator - Elected Official	13	\$57,607	\$69,128	\$80,649
5997	911 Dispatch Supervisor II	14	\$60,487	\$72,584	\$84,682
5998	911 Dispatcher III	11	\$52,251	\$62,701	\$73,151
1994	Victim Services Director - Elected Official	17	\$80,508	\$96,610	\$112,711
1995	Communications Director - Elected Official	17	\$80,508	\$96,610	\$112,711
5996	Human Resources Manager - Elected Official	16	\$73,189	\$87,827	\$102,465