

1 Department of Public Welfare

2

3 Adopted Amendments to Existing Rules Governing the Compensation  
4 Plan; Leaves of Absence and Inter-Agency Operations

5

6 Rules as Adopted

7 12 MCAR S 2.494 Compensation plan.

8 A. Preparation and adoption.

9 1. Preparation of plan. In accordance with the

10 Administrative Procedure Act, the commissioner shall formally  
11 adopt and make effective a comprehensive compensation plan

12 including minimum and maximum salary rates as published in 12

13 MCAR S 2.840, and recommended intervening steps as published in  
14 the Public Welfare Merit System Manual, as amended through May

15 29, 1982, for all classes of positions. The plan shall apply to  
16 all agencies covered by the merit system except as otherwise

17 negotiated for employees in a bargaining unit in agencies where  
18 there is an exclusive representative or in those instances where

19 the requirements of F.2.c. have been satisfied. The plan shall  
20 include salary schedules for the various classes, with the

21 salary of each class consistent with the functions outlined in  
22 the class specifications. Minimum, intervening, and maximum

23 rates of pay for each class shall be established to provide for  
24 salary advancement without change in duty, in recognition of

25 meritorious service. The advice and suggestions of appointing  
26 authorities, prevailing salary rates for similar and competing

27 types of employment in business and government, and other  
28 relevant factors shall be taken into consideration in developing

29 the salary schedules.

30 2. [Unchanged.]

31 3. Salary plans and salary rates. The comprehensive  
32 compensation plan adopted by the commissioner shall provide for

33 separate alphabetically designated salary plans for different  
34 occupational groupings of classes reflecting progressively

35 higher salary ranges except for those classes where a single  
36 range of rates is found to be appropriate. Plans shall be

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1 established as provided in 1. Minimum and maximum salaries  
2 shall be as provided in 12 MCAR S 2.840.

3 B.-E. [Unchanged.]

4 F. Salary adjustments and increases.

5 1.-2. [Unchanged.]

6 3. Recommended adjustment. The merit system general  
7 adjustment recommended for incumbents is seven and eight-tenths  
8 percent for employees on the professional, support, clerical,  
9 and maintenance and trades salary schedules.

10 4.-5. [Unchanged.]

11 G.-H. [Unchanged.]

12 12 MCAR S 2.504 Leaves of absence.

13 A. In general.

14 1.-3. [Unchanged.]

15 4. Agencies without an exclusive representative may  
16 develop and adopt a consistent county-wide policy regarding  
17 vacation and sick leave accrual rates that differs from that in  
18 B. and which shall apply to all employees covered by 12 MCAR SS  
19 2.490-2.841.

20 B. Minimum policy.

21 1.-2. [Unchanged.]

22 3. Vacation leave.

23 a. Upon the completion of six full months of  
24 satisfactory service in the merit system, vacation leave shall  
25 accrue to a permanent, probationary, or trainee employee for  
26 time served at the rate of one working day for each full month  
27 of service except as otherwise adopted under A.4. No vacation  
28 leave shall be accrued or granted during the first six months of  
29 service in the merit system, but upon the satisfactory  
30 completion of such period, vacation leave shall accrue to a  
31 permanent, probationary, or trainee employee for the time  
32 served. Limited-term and provisional employees with less than  
33 six full months of service and emergency employees shall not  
34 accrue vacation leave. Provisional employees with more than six  
35 months of service shall accrue vacation leave. Unused vacation  
36 leave shall accumulate to a total of at least 24 working days.

1 The county agency shall determine the time at which vacation  
2 leave may be taken. Vacation leave may not be used prior to  
3 completion of the period in which it is accrued. Part-time  
4 employees shall accrue vacation leave on a prorated basis based  
5 on hours worked in accordance with a schedule prepared by the  
6 appointing authority.

7 b.-d. [Unchanged.]

8 4. Sick leave.

9 a. Every permanent, probationary, provisional,  
10 limited-term and trainee employee shall accrue sick leave at the  
11 rate of one working day for each completed month of service,  
12 except as otherwise adopted under A.4., and such accrued sick  
13 leave may be used under the conditions hereinafter prescribed:

14 Absence necessitated by an employee's inability to perform  
15 the duties of his or her position by reason of illness or  
16 injury, by necessity for medical or dental care, by reason of  
17 prenatal and postnatal care, by exposure to contagious disease  
18 under circumstances in which the health of the employees with  
19 whom associated or members of the public necessarily dealt with  
20 would be endangered by attendance on duty, or by illness in the  
21 employee's immediate family, for such period as shall be  
22 necessary. The term "immediate family" shall be limited to the  
23 employee's spouse, minor children, or parent living in the  
24 household of the employee when the parent has no other person to  
25 provide the necessary nursing care. Within the discretion of  
26 the appointing authority, use of sick leave also may be  
27 authorized in cases of death of the spouse, children, and wards  
28 of the employee and the brothers, sisters, parents, or  
29 grandparents of either the employee or the employee's spouse.

30 b.-i. [Unchanged.]

31 5.-7. [Unchanged.]

32 C. [Unchanged.]

33 12 MCAR S 2.509 Interagency operations.

34 A.-B. [Unchanged.]

35 C. Cooperation with merit system agencies.

36 1. The supervisor, with the approval of the commissioner

1 of public welfare, may cooperate with other state, federal, or  
 2 local merit system agencies operating in conformity with the  
 3 standards comparable to those contained in these rules. With  
 4 the approval of the commissioner of public welfare, the  
 5 supervisor may announce and administer joint examinations in  
 6 conformity with the standards of these rules, and the registers  
 7 so established shall be given recognition under these rules.  
 8 When filling a vacant position, an appointing authority may  
 9 request that the supervisor approve the transfer of a permanent  
 10 employee from another merit system jurisdiction. If it is  
 11 determined that both the classification level of the employee's  
 12 position and the examination taken to obtain that position are  
 13 comparable to those of the vacant position, the supervisor shall  
 14 approve the transfer. All persons appointed under this rule  
 15 shall be required to serve a six-month probationary period.

16 SUBCHAPTER D - COMPENSATION PLAN

17 12 MCAR S 2.840 Compensation plan; Public Welfare - 1983.

18 A. Professional.

19 1. Plan A. The following minimum and maximum salary  
 20 steps in monthly salary amounts shall be applicable to the  
 21 specified classes of positions.

22	Minimum	Maximum
23		
24 Administrative	1706	2550
25 Assistant I		
26		
27 Administrative	1869	2786
28 Assistant II		
29		
30 Administrative	2184	3123
31 Assistant III		
32		
33 Adult Day Care	1400	2090
34 Center Supervisor		
35		
36 Assistant Human	2282	3264
37 Services Director		
38		
39 Assistant Welfare	2851	4057
40 Director		
41		
42 Associate Methods &	1338	1531
43 Procedures Analyst		
44		
45 Auditor	1670	2497
46		
47 Center Coordinator	1531	2282
48		
49 Chemical Dependency	1531	2282
50 Coordinator		

1			
2	Collection Services	1634	2441
3	Supervisor II		
4			
5	Community-Health	1706	2550
6	Services Supervisor		
7			
8	Community-Relations	1746	2497
9	Specialist		
10			
11	Computer Programmer	1338	1746
12			
13	Developmental Achievement	1400	2090
14	Center Director		
15			
16	Developmental Achievement	1280	1916
17	Center Teacher		
18			
19	Developmental Disabilities	1400	2090
20	Coordinator		
21			
22	Dietitian	1338	1916
23			
24	Director Of Business	2042	2786
25	Management I		
26			
27			
28	Director Of Business	2497	3556
29	Management II		
30			
31	Director of Financial	2282	3264
32	Assistance		
33			
34	Director of Planning	2282	3264
35			
36	Director of Public	1670	2386
37	Health Nursing I		
38			
39	Director of Social	2282	3264
40	Services		
41			
42	Director of Support	2282	3264
43	Services		
44			
45	Education Supervisor	1601	2282
46			
47	Employment Guidance	1280	1828
48	Counselor I		
49			
50	Employment Guidance	1338	1916
51	Counselor II		
52			
53	Employment Guidance	1400	1999
54	Counselor III		
55			
56	Family Services	1464	1999
57	Coordinator II		
58			
59	Financial Assistance	1706	2550
60	Supervisor III		
61			
62	Financial Assistance	1869	2786
63	Supervisor IV		
64			
65	Fiscal Manager	2282	3264
66			
67	Fiscal Supervisor III	1601	2282
68			
69	Fiscal Supervisor IV	1828	2729
70			
71	Home Care Coordinator	1464	1999
72			

1	Homemaker Supervisor	1601	2282
2			
3	Human Services	2610	3712
4	Director III		
5			
6	Human Services	1706	2550
7	Supervisor I		
8			
9	Marriage Counselor	1670	2386
10			
11	Medical-Care Advisor	1400	1999
12			
13	Mental Health Worker	1531	2282
14			
15	Methods & Procedures	1565	2229
16	Analyst		
17			
18	Methods & Procedures	1828	2610
19	Supervisor		
20			
21	Nutrition Project	1280	1916
22	Assistant Director		
23			
24	Nutrition Project	1706	2550
25	Director		
26			
27	Occupational Supervisor-	1225	1828
28	Instructor I		
29			
30	Occupational Supervisor-	1400	2090
31	Instructor II		
32			
33	Office Manager	1280	1828
34			
35	Personnel Officer	1280	1916
36			
37	Personnel Director	1785	2668
38			
39	Planner (Human Services)	1601	2282
40			
41	Programmer Analyst	1601	2184
42			
43	Psychologist I	1531	2184
44			
45	Psychologist II	1828	2610
46			
47	Psychologist III	2137	2919
48			
49	Psychologist IV	2332	3192
50			
51	Public Health Educator I	1338	1828
52			
53	Public Health Educator II	1670	2282
54			
55	Public Health Nurse	1400	1828
56			
57	Public Health Nurse	1464	1916
58	(Team Leader)		
59			
60	Registered Nurse	1338	1601
61	(A.A. Degree, 3 year		
62	Diploma, or B.S. Degree)		
63			
64	Sanitarian I	1338	1601
65			
66	Sanitarian II	1464	1999
67			
68	Senior Public	1531	1999
69	Health Nurse		
70			
71	Social Worker I	1280	1916
72			

1	Social Worker II	1400	2090
2			
3	Social Worker III	1531	2282
4			
5	Social Worker Trainee	1169	1169
6			
7	Social Services	1706	2550
8	Supervisor I		
9			
10	Social Services	1869	2786
11	Supervisor II		
12			
13	Social Welfare	2184	3123
14	Supervisor III		
15			
16	Social Welfare	1634	2042
17	Supervisor Trainee		
18			
19	Staff Training	1746	2497
20	Supervisor I		
21			
22	Staff Training	1916	2729
23	Supervisor II		
24			
25	Student Social	Rate proposed by appointing authority.	
26	Worker (Intern)		
27			
28	Student Social	Rate proposed by appointing authority.	
29	Worker (SWEP)		
30			
31	Systems Programmer	1828	2497
32	Analyst		
33			
34	Trainee	Rate proposed by appointing authority and	
35		approved by the merit system supervisor and	
36		the commissioner of public welfare.	
37			
38			
39	Volunteer Services	1280	1916
40	Coordinator I		
41			
42	Volunteer Services	1601	2282
43	Coordinator II		
44			
45	Welfare Director I	1955	2919
46			
47	Welfare Director II	2137	3192
48			
49	Welfare Director III	2386	3408
50			
51	Welfare Director IV	2610	3712
52			
53	Welfare Director V	3556	5169
54			
55	Work-Experience &	1601	2282
56	Training Specialist		
57			

58           2. Plan B. The following minimum and maximum salary  
59 steps in monthly salary amounts shall be applicable to the  
60 specified classes of positions.

61		Minimum	Maximum
62			
63	Administrative	1785	2668
64	Assistant I		
65			
66	Administrative	1955	2919
67	Assistant II		
68			

1	Administrative	2282	3264
2	Assistant III		
3			
4	Adult Day Care	1464	2184
5	Center Supervisor		
6			
7	Assistant Human	2282	3264
8	Services Director		
9			
10	Assistant Welfare	2851	4057
11	Director		
12			
13	Associate Methods &	1400	1601
14	Procedures Analyst		
15			
16	Auditor	1746	2610
17			
18	Center Coordinator	1601	2386
19			
20	Chemical Dependency	1601	2386
21	Coordinator		
22			
23	Collections Services	1706	2550
24	Supervisor II		
25			
26	Community-Health	1785	2668
27	Services Supervisor		
28			
29	Community-Relations	1828	2610
30	Specialist		
31			
32	Computer Programmer	1400	1828
33			
34	Developmental Achievement	1464	2184
35	Center Director		
36			
37	Developmental Achievement	1338	1999
38	Center Teacher		
39			
40	Developmental	1464	2184
41	Disabilities Coordinator		
42			
43	Dietitian	1400	1999
44			
45	Director of Business	2042	2786
46	Management I		
47			
48	Director of Business	2497	3556
49	Management II		
50			
51	Director of Financial	2386	3408
52	Assistance		
53			
54	Director of Planning	2386	3408
55			
56	Director of Public	1746	2497
57	Health Nursing I		
58			
59	Director of Social	2386	3408
60	Services		
61			
62	Director of Support	2386	3408
63	Services		
64			
65	Education Supervisor	1670	2386
66			
67	Employment Guidance	1338	1916
68	Counselor I		
69			
70	Employment Guidance	1400	1999
71	Counselor II		
72			

1	Employment Guidance	1464	2090
2	Counselor III		
3			
4	Family Service	1531	2090
5	Coordinator II		
6			
7	Financial Assistance	1785	2668
8	Supervisor III		
9			
10	Financial Assistance	1955	2919
11	Supervisor IV		
12			
13	Fiscal Manager	2282	3264
14			
15	Fiscal Supervisor III	1601	2282
16			
17	Fiscal Supervisor IV	1828	2729
18			
19	Home Care Coordinator	1531	2090
20			
21	Homemaker Supervisor	1670	2386
22			
23	Human Services	• 2610	3712
24	Director III		
25			
26	Human Services	1785	2668
27	Supervisor I		
28			
29	Marriage Counselor	1746	2497
30			
31	Medical-Care Advisor	1464	2090
32			
33	Mental Health Worker	1601	2386
34			
35	Methods & Procedures	1634	2332
36	Analyst		
37			
38	Methods & Procedures	1916	2729
39	Supervisor		
40			
41	Nutrition Project	1338	1999
42	Assistant Director		
43			
44	Nutrition Project	1785	2668
45	Director		
46			
47	Occupational Supervisor-	1280	1916
48	Instructor I		
49			
50	Occupational Supervisor-	1464	2184
51	Instructor II		
52			
53	Office Manager	1338	1916
54			
55	Personnel Officer	1338	1999
56			
57	Personnel Director	1869	2786
58			
59	Planner (Human Services)	1670	2386
60			
61	Programmer Analyst	1670	2282
62			
63	Psychologist I	1601	2282
64			
65	Psychologist II	1916	2729
66			
67	Psychologist III	2229	3052
68			
69	Psychologist IV	2441	3332
70			
71	Public Health Educator I	1400	1916
72			

1	Public Health Educator II	1746	2386
2			
3	Public Health Nurse	1464	1916
4			
5	Public Health Nurse	1531	1999
6	(Team Leader)		
7			
8	Registered Nurse	1400	1746
9	(A.A. Degree, 3 year		
10	Diploma, or B.S. Degree)		
11			
12	Sanitarian I	1400	1670
13			
14	Sanitarian II	1531	2090
15			
16	Senior Public	1601	2090
17	Health Nurse		
18			
19	Social Worker I	1338	1999
20			
21	Social Worker II	1464	2184
22			
23	Social Worker III	1601	2386
24			
25	Social Worker Trainee	1169	1169
26			
27	Social Services	1785	2668
28	Supervisor I		
29			
30	Social Services	1955	2919
31	Supervisor II		
32			
33	Social Welfare	2282	3264
34	Supervisor III		
35			
36	Social Welfare	1706	2137
37	Supervisor Trainee		
38			
39	Staff Training	1828	2610
40	Supervisor I		
41			
42	Staff Training	1999	2851
43	Supervisor II		
44			
45	Student Social	Rate proposed by appointing authority.	
46	Worker (Intern)		
47			
48	Student Social	Rate proposed by appointing authority.	
49	Worker (SWEP)		
50			
51	Systems Programmer Analyst	1916	2610
52			
53	Trainee	Rate proposed by appointing authority and	
54		approved by the merit system supervisor and	
55		the commissioner of public welfare.	
56			
57	Volunteer Services	1338	1999
58	Coordinator I		
59			
60	Volunteer Services	1670	2386
61	Coordinator II		
62			
63	Welfare Director I	1955	2919
64			
65	Welfare Director II	2137	3192
66			
67	Welfare Director III	2386	3408
68			
69	Welfare Director IV	2610	3712
70			
71	Welfare Director V	3556	5169
72			

1 Work-Experience & 1670 2386  
 2 Training Specialist  
 3

4 3. Plan C. The following minimum and maximum salary  
 5 steps in monthly salary amounts shall be applicable to the  
 6 specified classes of positions.

	Minimum	Maximum
9 Administrative Assistant I	1869	2786
12 Administrative Assistant II	2042	3052
15 Administrative Assistant III	2386	3408
18 Adult Day Care Center Supervisor	1531	2282
21 Assistant Human Services Director	2282	3264
24 Assistant Welfare Director	2851	4057
27 Associate Methods & Procedures Analyst	1464	1670
30 Auditor	1828	2729
32 Center Coordinator	1670	2497
34 Chemical Dependency Coordinator	1670	2497
37 Collections Services Supervisor II	1785	2668
40 Community-Health Services Supervisor	1869	2786
43 Community-Relations Specialist	1916	2729
46 Computer Programmer	1464	1916
48 Developmental Achievement Center Director	1531	2282
51 Developmental Achievement Center Teacher	1400	2090
54 Developmental Disabilities Coordinator	1531	2282
57 Dietitian	1464	2090
59 Director of Business Management I	2042	2786
62 Director of Business Management II	2497	3556
65 Director of Financial Assistance	2497	3556
68 Director of Planning	2497	3556

1			
2	Director of Public	1828	2610
3	Health Nursing I		
4			
5	Director of Social	2497	3556
6	Services		
7			
8	Director of Support	2497	3556
9	Services		
10			
11	Education Supervisor	1746	2497
12			
13	Employment Guidance	1400	1999
14	Counselor I		
15			
16	Employment Guidance	1464	2090
17	Counselor II		
18			
19	Employment Guidance	1531	2184
20	Counselor III		
21			
22	Family Service	1601	2184
23	Coordinator II		
24			
25	Financial Assistance	1869	2786
26	Supervisor III		
27			
28	Financial Assistance	2042	3052
29	Supervisor IV		
30			
31	Fiscal Manager	2282	3264
32			
33	Fiscal Supervisor III	1601	2282
34			
35	Fiscal Supervisor IV	1828	2729
36			
37	Home Care Coordinator	1601	2184
38			
39	Homemaker Supervisor	1746	2497
40			
41	Human Services	2610	3712
42	Director III		
43			
44	Human Services	1869	2786
45	Supervisor I		
46			
47	Marriage Counselor	1828	2610
48			
49	Medical-Care Advisor	1531	2184
50			
51	Mental Health Worker	1670	2497
52			
53	Methods & Procedures	1706	2441
54	Analyst		
55			
56	Methods & Procedures	1999	2851
57	Supervisor		
58			
59	Nutrition Project	1400	2090
60	Assistant Director		
61			
62	Nutrition Project	1869	2786
63	Director		
64			
65	Occupational Supervisor-	1338	1999
66	Instructor I		
67			
68	Occupational Supervisor-	1531	2282
69	Instructor II		
70			
71	Office Manager	1400	1999
72			

1	Personnel Officer	1400	2090
2			
3	Personnel Director	1955	2919
4			
5	Planner (Human Services)	1746	2497
6			
7	Programmer Analyst	1746	2386
8			
9	Psychologist I	1670	2386
10			
11	Psychologist II	1999	2851
12			
13	Psychologist III	2332	3192
14			
15	Psychologist IV	2550	3480
16			
17	Public Health Educator I	1464	1999
18			
19	Public Health Educator II	1828	2497
20			
21	Public Health Nurse	1565	2042
22			
23	Public Health Nurse	1634	2137
24	(Team Leader)		
25			
26	Registered Nurse	1495	1869
27	(A.A. Degree, 3 year		
28	Diploma, or B.S. Degree)		
29			
30	Sanitarian I	1464	1746
31			
32	Sanitarian II	1601	2184
33			
34	Senior Public	1706	2229
35	Health Nurse		
36			
37	Social Worker I	1400	2090
38			
39	Social Worker II	1531	2282
40			
41	Social Worker III	1670	2497
42			
43	Social Worker Trainee	1169	1169
44			
45	Social Services	1869	2786
46	Supervisor I		
47			
48	Social Services	2042	3052
49	Supervisor II		
50			
51	Social Welfare	2386	3408
52	Supervisor III		
53			
54	Social Welfare	1785	2229
55	Supervisor Trainee		
56			
57	Staff Training	1916	2729
58	Supervisor I		
59			
60	Staff Training	2090	2986
61	Supervisor II		
62			
63	Student Social	Rate proposed by appointing authority.	
64	Worker (Intern)		
65			
66	Student Social	Rate proposed by appointing authority.	
67	Worker (SWEP)		
68			
69	Systems Programmer Analyst	1999	2729
70			
71	Trainee	Rate proposed by appointing authority and	
72		approved by the merit system supervisor	

1			and the commissioner of public welfare.
2			
3	Volunteer Services	1400	2090
4	Coordinator I		
5			
6	Volunteer Services	1746	2497
7	Coordinator II		
8			
9	Welfare Director I	1955	2919
10			
11	Welfare Director II	2137	3192
12			
13	Welfare Director III	2386	3408
14			
15	Welfare Director IV	2610	3712
16			
17	Welfare Director V	3556	5169
18			
19	Work-Experience &	1746	2497
20	Training Specialist		
21			

22 B. Support personnel.

23 1. Plan A. The following minimum and maximum salary  
 24 steps in monthly salary amounts shall be applicable to the  
 25 specified classes of positions.

26		Minimum	Maximum
27			
28	Account Clerk	937	1280
29			
30	Accounting Technician	1001	1368
31			
32	Adult Day Care Center	956	1368
33	Program Coordinator		
34			
35	Assistant Residential	768	1049
36	Facility Operator(s)		
37			
38	Case Aide	956	1368
39			
40	Chemical Dependency	1225	1601
41	Counselor		
42			
43	Child Health Aide	838	1146
44			
45	Child Support Officer I	1169	1670
46			
47	Child Support Officer II	1307	1785
48			
49	Collection Services	1495	2042
50	Supervisor I		
51			
52	Community Service Aide	642	838
53			
54	Coordinator of Aging	979	1400
55			
56	Developmental Achievement	768	956
57	Center Instructor		
58			
59	Family Service Aide I	768	956
60			
61	Family Service Aide II	838	1146
62			
63	Family Service	1049	1368
64	Coordinator I		
65			
66	Family Service/Home	768	956
67	Health Aide		

1			
2	Financial Assistance	1225	1670
3	Specialist		
4			
5	Financial Assistance	1431	2042
6	Supervisor I		
7			
8	Financial Assistance	1565	2229
9	Supervisor II		
10			
11	Financial Worker I	956	1368
12			
13	Financial Worker II	1073	1531
14			
15	Fiscal Officer	1225	1746
16			
17	Fiscal Supervisor I	1338	1916
18			
19	Fiscal Supervisor II	1495	2137
20			
21	Home Health Aide	768	956
22			
23	Home Health Aide	• 1049	1368
24	Coordinator		
25			
26	Housekeeper	Rate proposed by appointing authority and	
27		approved by the merit system supervisor	
28		and the commissioner of public welfare.	
29			
30	Housing Coordinator	1195	1706
31			
32	Licensed Practical Nurse	1024	1280
33			
34	Personnel Aide	1073	1464
35			
36	Public Health Aide	642	838
37			
38	Residential Facility	799	1096
39	Operator(s)		
40			
41	Senior Case Aide	1073	1531
42			
43	Senior Citizen's Aide	642	828
44			
45	Transportation Coordinator	979	1338
46			
47	Welfare Fraud Investigator	1495	1955
48			
49	Welfare Fraud Unit	1634	2137
50	Supervisor		
51			

52           2. Plan B. The following minimum and maximum salary  
53 steps in monthly salary amounts shall be applicable to the  
54 specified classes of positions.

55		Minimum	Maximum
56			
57	Account Clerk	979	1338
58			
59	Accounting Technician	1049	1431
60			
61	Adult Day Care Center	1001	1431
62	Program Coordinator		
63			
64	Assistant Residential	799	1096
65	Facility Operator(s)		
66			
67	Case Aide	1001	1431
68			

1	Chemical Dependency	1280	1670
2	Counselor		
3			
4	Child Health Aide	876	1195
5			
6	Child Support Officer I	1225	1746
7			
8	Child Support Officer II	1368	1869
9			
10	Collection Services	1565	2137
11	Supervisor I		
12			
13	Community Service Aide	674	876
14			
15	Coordinator of Aging	1024	1464
16			
17	Developmental Achievement	799	1001
18	Center Instructor		
19			
20	Family Service Aide I	799	1001
21			
22	Family Service Aide II	876	1195
23			
24	Family Service	1096	1431
25	Coordinator I		
26			
27	Family Service/Home	799	1001
28	Health Aide		
29			
30	Financial Assistance	1280	1746
31	Specialist		
32			
33	Financial Assistance	1495	2137
34	Supervisor I		
35			
36	Financial Assistance	1634	2332
37	Supervisor II		
38			
39	Financial Worker I	1001	1431
40			
41	Financial Worker II	1120	1601
42			
43	Fiscal Officer	1225	1746
44			
45	Fiscal Supervisor I	1338	1916
46			
47	Fiscal Supervisor II	1495	2137
48			
49	Home Health Aide	799	1001
50			
51	Home Health Aide	1096	1431
52	Coordinator		
53			
54	Housekeeper	Rate proposed by appointing authority and	
55		approved by the merit system supervisor and	
56		the commissioner of public welfare.	
57			
58	Housing Coordinator	1252	1785
59			
60	Licensed Practical Nurse	1073	1338
61			
62	Personnel Aide	1120	1531
63			
64	Public Health Aide	674	876
65			
66	Residential Facility	838	1146
67	Operator(s)		
68			
69	Senior Case Aide	1120	1601
70			
71	Senior Citizen's Aide	674	876
72			

1	Transportation Coordinator	1024	1400
2			
3	Welfare Fraud Investigator	1565	2042
4			
5	Welfare Fraud Unit	1706	2229
6	Supervisor		
7			

8           3. Plan C. The following minimum and maximum salary  
9 steps in monthly salary amounts shall be applicable to the  
10 specified classes of positions.

11		Minimum	Maximum
12			
13	Account Clerk	1024	1400
14			
15	Accounting Technician	1096	1495
16			
17	Adult Day Care Center	1049	1495
18	Program Coordinator		
19			
20	Assistant Residential	838	1146
21	Facility Operator(s)		
22			
23	Case Aide	1049	1495
24			
25	Chemical Dependency	1338	1746
26	Counselor		
27			
28	Child Health Aide	915	1252
29			
30	Child Support Officer I	1280	1828
31			
32	Child Support Officer II	1431	1955
33			
34	Collection Services	1634	2229
35	Supervisor I		
36			
37	Community Service Aide	705	915
38			
39	Coordinator of Aging	1073	1531
40			
41	Developmental Achievement	838	1049
42	Center Instructor		
43			
44	Family Service Aide I	838	1049
45			
46	Family Service Aide II	915	1252
47			
48	Family Service	1146	1495
49	Coordinator I		
50			
51	Family Service/Home	838	1049
52	Health Aide		
53			
54	Financial Assistance	1338	1828
55	Specialist		
56			
57	Financial Assistance	1565	2229
58	Supervisor I		
59			
60	Financial Assistance	1706	2441
61	Supervisor II		
62			
63	Financial Worker I	1049	1495
64			
65	Financial Worker II	1169	1670
66			
67	Fiscal Officer	1225	1746
68			

1	Fiscal Supervisor I	1338	1916
2			
3	Fiscal Supervisor II	1495	2137
4			
5	Home Health Aide	838	1049
6			
7	Home Health Aide	1146	1495
8	Coordinator		
9			
10	Housekeeper	Rate proposed by appointing authority and	
11		approved by the merit system supervisor and	
12		the commissioner of public welfare.	
13			
14	Housing Coordinator	1307	1869
15			
16	Licensed Practical Nurse	1120	1400
17			
18	Personnel Aide	1169	1601
19			
20	Public Health Aide	705	915
21			
22	Residential Facility	876	1195
23	Operator(s)		
24			
25	Senior Case Aide	1169	1670
26			
27	Senior Citizen's Aide	705	915
28			
29	Transportation Coordinator	1073	1464
30			
31	Welfare Fraud Investigator	1634	2137
32			
33	Welfare Fraud Unit	1785	2332
34	Supervisor		
35			

## 36 C. Clerical.

37 1. Plan A. The following minimum and maximum salary  
 38 steps in monthly salary amounts shall be applicable to the  
 39 specified classes of positions.

40	Minimum	Maximum
41		
42	Clerical Supervisor	924 1263
43		
44	Clerk I	664 904
45		
46	Clerk II	759 1034
47		
48	Clerk III	845 1157
49		
50	Clerk-Typist I	695 945
51		
52	Clerk-Typist II	759 1034
53		
54	Clerk-Typist III	845 1157
55		
56	Clerk Specialist	924 1263
57		
58	Clerk-Steno I	729 989
59		
60	Clerk-Steno II	826 1131
61		
62	Clerk-Steno III	885 1206
63		
64	Data Entry Operator	759 1034
65		
66	Information Systems	845 1157
67	Specialist	

1			
2	Switchboard Operator I	759	1034
3			
4	Switchboard Operator II	806	1107
5			

6 Employees in the class of Clerk-Typist I who are assigned on a  
7 full-time basis to transcribing machine operation may be paid  
8 within the county range for Clerk-Stenographer I.

9         2. Plan B. The following minimum and maximum salary  
10 steps in monthly salary amounts shall be applicable to the  
11 specified classes of positions.

12		Minimum	Maximum
13			
14	Clerical Supervisor	1059	1381
15			
16	Clerk I	759	989
17			
18	Clerk II	863	1131
19			
20	Clerk III	965	1263
21			
22	Clerk-Typist I	791	1034
23			
24	Clerk-Typist II	863	1131
25			
26	Clerk-Typist III	965	1263
27			
28	Clerk Specialist	1059	1381
29			
30	Clerk-Steno I	826	1082
31			
32	Clerk-Steno II	945	1236
33			
34	Clerk-Steno III	1010	1318
35			
36	Data Entry Operator	863	1131
37			
38	Information Systems	965	1263
39	Specialist		
40			
41	Switchboard Operator I	863	1131
42			
43	Switchboard Operator II	924	1206
44			

45 Employees in the class of Clerk-Typist I who are assigned on a  
46 full-time basis to transcribing machine operation may be paid  
47 within the county range for Clerk-Stenographer I.

48         3. Plan C. The following minimum and maximum salary  
49 steps in monthly salary amounts shall be applicable to the  
50 specified classes of positions.

51		Minimum	Maximum
52			
53	Clerical Supervisor	1157	1509
54			
55	Clerk I	826	1082
56			
57	Clerk II	945	1236
58			

1	Clerk III	1059	1381
2			
3	Clerk-Typist I	863	1131
4			
5	Clerk-Typist II	945	1236
6			
7	Clerk-Typist III	1059	1381
8			
9	Clerk Specialist	1157	1509
10			
11	Clerk-Steno I	904	1179
12			
13	Clerk-Steno II	1034	1350
14			
15	Clerk-Steno III	1107	1445
16			
17	Data Entry Operator	945	1236
18			
19	Information Systems	1059	1381
20	Specialist		
21			
22	Switchboard Operator I	945	1236
23			
24	Switchboard Operator II	1010	1318
25			

26 Employees in the class of Clerk-Typist I who are assigned on a  
 27 full-time basis to transcribing machine operation may be paid  
 28 within the county range for Clerk-Stenographer I.

29 D. Maintenance and trades.

30 1. Plan A. The following minimum and maximum salary  
 31 steps in monthly salary amounts shall be applicable to the  
 32 specified classes of positions. Janitors who are required to  
 33 work for a period of at least five hours after 6 p.m. on a  
 34 regularly scheduled basis may be paid a shift differential in  
 35 the amount of one salary step above their normal day-work rate.

36		Minimum	Maximum
37			
38	Auto Driver	792	1021
39			
40	Bus Driver	863	1107
41			
42	Janitor	863	1107
43			
44	Laborer	\$4.96/hr.	\$4.96/hr.
45			
46	Maintenance Worker	899	1158
47			

48 2. Plan B. The following minimum and maximum salary  
 49 steps in monthly salary amounts shall be applicable to the  
 50 specified classes of positions. Janitors who are required to  
 51 work for a period of at least five hours after 6 p.m. on a  
 52 regularly scheduled basis may be paid a shift differential in  
 53 the amount of one salary step above their normal day-work rate.

54		Minimum	Maximum
----	--	---------	---------

1			
2	Auto Driver	1021	1313
3			
4	Bus Driver	1063	1369
5			
6	Janitor	1021	1313
7			
8	Laborer	\$6.11/hr.	\$6.11/hr.
9			
10	Maintenance Worker	1107	1428