

CITY OF CLAREMONT - IN THE YEAR TWO THOUSAND AND TWENTY

ORDINANCE #576

Amending the City of Claremont's Merit Plan – Creation of Adverse Childhood Experiences Response Team (ACERT) Coordinator

THE CITY OF CLAREMONT ORDAINS:

Pursuant to Article IV, Sections 51 and 52, of the Claremont City Charter and Chapter 2, Article V, Section 2-384 of the Claremont City Code, the City of Claremont Merit Plan, as amended and readopted by Ordinance 574, on June 10, 2020, is hereby amended and readopted as follows:

Section 1. Creation of Position in the City's Police Department

The City Council hereby establishes, by and through this Ordinance, the position of Adverse Childhood Experiences Response Team (ACERT) Coordinator which shall be included in the City of Claremont Merit Plan in Section IV (A) and as part of the list of positions within the City's Police Department.

Section 2. Compensation of the ACERT Coordinator

The rate of compensation to be paid to the ACERT Coordinator shall be established within the parameters of Grade 8 of the Non-Union Employee Pay Schedule at the annualized pay scales as set forth in Attachment C (on file in the City Manager's Office).

Section 3. Classification and Job Description

The position of ACERT Coordinator is currently designated as non-union and exempt for all applicable Federal, State and City regulations and laws. A full description of this position's essential job functions, duties and qualifications for employment is on file in the City Manager's Office.

Section 4. Prior Enactments Shall Not Be Superseded

Any adoptions and/or amendments to the City of Claremont Merit Plan by action of the City Council, prior to adoption of this Ordinance, are hereby preserved subject to the current amendment as presented by this Ordinance.

Section 5. Validity

If any article, section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

Section 6. Effective Date

This Ordinance shall take effect and be enforced immediately upon passage, but shall be retroactive to the first day of the month in which it is passed upon third reading.

Introduced and passed on first reading _____2020.

Considered and passed on second reading _____2020.

Considered and passed on third reading by a two-thirds vote _____2020.

James Contois

Abigail Kier

Andrew O’Hearne

Nicholas Koloski

Jonathan Stone

Debora Matteau

Allen Damren

Mayor Charlene Lovett

Erica Sweetser

Attest: _____
Clerk to the Council

City of Claremont

2020 Non Union Employee Classification Plan

Attachment B

Ordinance #576

Date: _____

Grade	Position
**	City Manager
12	Public Works Director
12	City Attorney
12	Finance Director
12	Police Chief
12	Fire Chief
12	Planning & Development Director
11	Ass't. Public Works Director
11	Deputy Fire Chief
11	Deputy Police Chief
11	Director of Parks & Recreation
11	City Librarian
11	Chief Assessor
10	Police Captain
10	Water & Sewer Superintendent
10	Deputy Assessor
10	City Treasurer/Ass't. Finance Director
10	Welfare Director
10	Highway Superintendent
10	City Planner
10	Police Attorney/Prosecutor
10	Information Systems II/Network Admin
10	Planning & Development Project Manager
9	Ass't. City Librarian/Adult Services
9	Fire Code Enforcement Officer
9	Chief Building & Code Enforcement Officer
9	Business Development Coordinator

9 Human Resources Coordinator
 9 City Engineer
 9 Police Lieutenant
 9 City Clerk/Tax Collector
 9 Fire Captain
 9 Communications/Records Manager
 9 Superintendent Parks & Facilities

 8 Children's Librarian
 8 Information Systems I /MIS Coordinator
 8 Superintendent of Recreation Programs
 8 Deputy Building Inspector & Health Officer (NE)
 Adverse Childhood Experiences Response Team
 8 (ACERT) Coordinator
 8 Part Time Police Accreditation Coordinator

 7 Assessing Technician
 7 Business Development Specialist
 7 Part Time Police Detective/Prosecutor
 7 Circulation Librarian
 7 Program Director for Parks & Recreation
 7 Executive Assistant/Clerk to the Council
 7 Maintenance Supervisor
 7 Legal Assistant/Fiscal Grant Administrator
 7 Community Center Coordinator

 6 Secretary to Public Works Dir./Office Mgr
 6 Police Information Systems Coord./Firearms Trainer
 6 Secretary to Police Chief
 6 Part Time Youth/Adult Program Coordinator
 6 Part Time Aquatic Program Coordinator
 6 Community Center AM/PM Weekend Facility

 5 Children's Librarian Assistant
 5 *Legal Assistant*
 5 Part Time Seasonal Patrol and Enforcement
 5 Part Time Community Center
 5 *Farmers' & Artisan Market Coordinator*
 Janitor
 Front Desk
 Play Area Attendant

- 4-A Call Firefighter
- 4-B Call Lieutenant
- 4-C Call Captain

- 3 Temporary Part-Time Crossing Guards

- 2 Part-Time Personnel (listed below)
 - After School Program Coordinator
 - Central Collections Clerk
 - Communications Specialist
 - Janitor
 - Parking Attendant
 - Dog Officer
 - Transfer Station Attendant
 - Parking Enforcement Officer
 - Police Officer
 - Library Cataloger
 - Secretary
 - Clerical
 - Teen Coordinator
 - Summer Help

- 1 Temporary & Seasonal Help
 - Any positions not specifically listed above

- ** CEO Salary & Benefits at the Total Discretion of the City Council