

COMMISSION FILE NO: 25-041-3 **DATE INTRODUCED:** March 10, 2025

INTRODUCED BY: Executive Director (Signature on File in the Office of the Commission)

REFERRED BY COMMISSION CHAIRPERSON TO: Policy, Finance, and Personnel Committee

RELATING TO: Rescind Existing Job Titles and Approval of New Job Titles

SUMMARY:

The Policy, Finance, and Personnel Committee is requested to rescind the existing job titles and approve the new job titles for the positions listed below.

The proposed changes are requested to be effective March 10, 2025.

Existing Title

Organizational Development/DEI
Administrator

New Title

Organizational Development Administrator

Procurement and Supplier Diversity Manager

Procurement and Supplier Development
Manager

Supplier Diversity Specialist

Supplier Development Specialist

ATTACHMENTS: **BACKGROUND** ☐ **KEY ISSUES** ☐ **RESOLUTION** ☒

FISCAL NOTE ☐ **S/W/MBE** ☐ **OTHER** ☐ _____

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02-13-25*

COMMITTEE ACTION: _____ **DATE:** _____

COMMISSION ACTION: _____ **DATE:** _____

RESOLUTION

Rescind Existing Job Titles and Approval of New Job Titles

RESOLVED, by the Policy, Finance, and Personnel Committee, that the existing job titles of Organizational Development/DEI Administrator, Procurement and Supplier Diversity Manager, and Supplier Diversity Specialist are rescinded, and that the new job titles of Organizational Development Administrator, Procurement and Supplier Development Manager, and Supplier Development Specialist are approved effective March 10, 2025.