

HOUSE No. 01855

The Commonwealth of Massachusetts

PRESENTED BY:

Alice K. Wolf

To the Honorable Senate and House of Representatives of the Commonwealth of Massachusetts in General Court assembled:

The undersigned legislators and/or citizens respectfully petition for the passage of the accompanying bill:

An Act to authorize the Human Resources Division to undertake a study of the state's job classification system.

PETITION OF:

NAME:	DISTRICT/ADDRESS:
<i>Anne M. Gobi</i>	<i>5th Worcester</i>
<i>Carolyn C. Dykema</i>	<i>8th Middlesex</i>
<i>Lori A. Ehrlich</i>	<i>8th Essex</i>
<i>Denise Andrews</i>	<i>2nd Franklin</i>
<i>Gloria L. Fox</i>	<i>7th Suffolk</i>
<i>Denise Provost</i>	<i>27th Middlesex</i>
<i>Gailanne Cariddi</i>	<i>1st Berkshire</i>

HOUSE No. 01855

By Representative Ms. Wolf of Cambridge, petition (accompanied by bill, House, No. 01855) of Dykema and others for legislation to authorize the Human Resources Division to undertake a study of the job classification system of the Commonwealth Joint Committee on Public Service.

[SIMILAR MATTER FILED IN PREVIOUS SESSION
SEE
□ HOUSE
□ , NO. 2665 OF 2009-2010.]

The Commonwealth of Massachusetts

In the Year Two Thousand Eleven

An Act to authorize the Human Resources Division to undertake a study of the state's job classification system.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

- 1 SECTION 1. The general court finds and declares that:
- 2 (a) equitable compensation is a significant problem for state employees of the
- 3 commonwealth;
- 4 (b) most job specifications for state employees of the commonwealth have not been updated
- 5 in over twenty years;
- 6 (c) the starting point for equitable compensation is through a statewide classification plan;

7 (d) the commonwealth is experiencing an exodus of educated young adults and skilled
8 workers and to be competitive the commonwealth must have current job descriptions which are
9 updated in order to recruit, develop, promote and retain new workers;

10 (e) the commonwealth should ensure that state employees are paid equitably through fair,
11 impartial, and up-to-date job specifications;

12 (f) the commonwealth should actively seek to provide equitable, impartial, just, and
13 comparable worth for all people that it employs;

14 (g) equitable compensation has a significant impact on the financial welfare for individuals,
15 families, and retirees; and

16 (h) equitable compensation can significantly improve the quality of life for many citizens of
17 Massachusetts.

18 SECTION 2. Definitions

19 “Equitable compensation” means equal compensation for jobs with comparable skill, effort,
20 responsibility, and working conditions.

21 “Job classification” means a system designed to create an arrangement of different types of
22 employment based on such factors as skill, responsibility or experience, time and effort.

23 “Job class” means a group of positions sufficiently similar in respect to duties and
24 responsibilities that the same descriptive title may be used to designate all positions allocated to
25 the class, the same general entrance qualifications may be required of incumbents of positions in
26 the class, the same general tests of fitness may be used to choose qualified employees and the

27 same schedule of pay may be made to apply under the same or substantially the same
28 employment conditions.

29 “Job specification” means the official description of the characteristic duties, responsibilities
30 and qualifications of a job class.

31 “The council” means the state workforce advisory council.

32 “The division” means the human resources division.

33 SECTION 3. The human resources division shall conduct a job analysis study of positions of
34 state employees of the executive branch of the commonwealth. The study shall be conducted to
35 update the current job classification system, including but not limited to class titles, job
36 specifications, organizational relationships, and job qualifications. As part of this study, the
37 human resources division shall insure that the job classification system is free of gender and
38 racial bias. The human resources division shall also review the effect of the job classification
39 system on employee pension and benefits, and on the recruitment and retention of employees
40 within the commonwealth.

41 SECTION 4. Said study relative to job classification shall be administered by the division
42 subject to appropriation.

43 SECTION 5. The results of the study shall be reported on or before December 31, 2012. The
44 chief human resources officer of the human resources division shall submit the results of this
45 study to the council, the chairs of the joint committee on state administration and regulatory
46 oversight, the chairs of the joint committee on labor and workforce development, the senate
47 committee on ways and means, and the house committee on ways and means.