SENATE DOCKET, NO. 659 FILED ON: 1/17/2013

# SENATE . . . . . No. 1461

The Commonwealth of Massachusetts

PRESENTED BY:

***Harriette L. Chandler***

*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:

An Act providing for a study of the Commonwealth's job classification system by the Human Resources Division..

PETITION OF:

| NAME: | DISTRICT/ADDRESS: |
|---|---|
| *Harriette L. Chandler* | *First Worcester* |
| *Ruth B. Balser* | *12th Middlesex* |
| *Gale D. Candaras* | *First Hampden and Hampshire* |
| *Martha M. Walz* | *8th Suffolk* |
| *Daniel B. Winslow* | *9th Norfolk* |

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# SENATE . . . . . No. 1461

By Ms. Chandler, a petition (accompanied by bill, Senate, No. 1461) of Harriette L. Chandler, Ruth B. Balser, Gale D. Candaras, Martha M. Walz and others for legislation to provide for a study of the commonwealths job classification system by the Human Resources Division. State Administration and Regulatory Oversight.

[SIMILAR MATTER FILED IN PREVIOUS SESSION
SEE
SENATE
, NO. *1567* OF 2011-2012.]

## The Commonwealth of Massachusetts

An Act providing for a study of the Commonwealth's job classification system by the Human Resources Division..

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

SECTION 1. The general court finds and declares that:

(a) equitable compensation is a significant problem for state employees of the commonwealth;

(b) most job specifications for state employees of the commonwealth have not been updated in over twenty years;

(c) the starting point for equitable compensation is through a statewide classification plan;

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

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

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

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

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

19 SECTION 2. Definitions

20 "Equitable compensation" means equal compensation for jobs with comparable skill,
21 effort, responsibility, and working conditions.

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

24 "Job class" means a group of positions sufficiently similar in respect to duties and
25 responsibilities that the same descriptive title may be used to designate all positions allocated to
26 the class, the same general entrance qualifications may be required of incumbents of positions in
27 the class, the same general tests of fitness may be used to choose qualified employees and the
28 same schedule of pay may be made to apply under the same or substantially the same
29 employment conditions.

30 "Job specification" means the official description of the characteristic duties,
31 responsibilities and qualifications of a job class.

32 "The council" means the state workforce advisory council.

33 "The division" means the human resources division.

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

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

44 SECTION 5. The results of the study shall be reported on or before December 31, 2012.
45 The chief human resources officer of the human resources division shall submit the results of this

46 study to the council, the chairs of the joint committee on state administration and regulatory
47 oversight, the chairs of the joint committee on labor and workforce development, the senate
48 committee on ways and means, and the house committee on ways and means.