

**HOUSE . . . . . No. 1855**

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**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 adoption 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:	DATE ADDED:
<i>Alice K. Wolf</i>	<i>25th Middlesex</i>	<i>10/22/2012</i>
<i>Anne M. Gobi</i>	<i>5th Worcester</i>	<i>2/1/2011</i>
<i>Carolyn C. Dykema</i>	<i>8th Middlesex</i>	<i>2/4/2011</i>
<i>Lori A. Ehrlich</i>	<i>8th Essex</i>	<i>2/1/2011</i>
<i>Denise Andrews</i>	<i>2nd Franklin</i>	<i>2/2/2011</i>
<i>Gloria L. Fox</i>	<i>7th Suffolk</i>	<i>2/1/2011</i>
<i>Denise Provost</i>	<i>27th Middlesex</i>	<i>2/4/2011</i>
<i>Gailanne M. Cariddi</i>	<i>1st Berkshire</i>	<i>2/3/2011</i>

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By Ms. Wolf of Cambridge, a petition (accompanied by bill, House, No. 1855) of Alice K. Wolf and others for legislation to authorize the Human Resources Division to undertake a study of the job classification system of the Commonwealth. Public Service.

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

**The Commonwealth of Massachusetts**

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**In the Year Two Thousand Eleven**  
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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  
5 updated in over twenty years;

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

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

11 (e) the commonwealth should ensure that state employees are paid equitably through  
12 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  
18 citizens 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  
23 types 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.