**BOARD OF DIRECTORS**

**MARYLAND ENVIRONMENTAL SERVICE**

**RESOLUTION**

**(96-04-2R)**

**A RESOLUTION** authorizing

The Maryland Environmental Service (the "Service") to adjust the salaries of certain employees of the Service.

**R E C I T A L S**

The Service was created by, exists under, and exercises the powers contained in Sections 3-101 to 3-130, inclusive, of the Natural Resources Article of the Annotated Code of Maryland (the "Act") including (among others) the power to appoint employees and determine their compensation.

Pursuant to COMAR 14.27.02.08D, the Board of Directors of the Service (the "Board") has authorized the Service to develop and implement a program for compensating Service employees based upon an appraisal of employee's performance (the "performance based pay plan"). The performance based pay plan will not be fully implemented until July 1, 1997 (Fiscal Year 1998). The Board deems it essential that prior to implementing the performance based pay plan the Service implement a pay plan that establishes a transition from the State of Maryland Standard Pay Plan, and that also fairly compensates employees. Therefore, the Board during this transition intends to provide to certain eligible employees additional compensation based on an evaluation of each employee's performance.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MARYLAND ENVIRONMENTAL SERVICE, THAT:**

1. **(a)** In this resolution the term "eligible employee" means an officer or employee of the Service.

**(b)** "eligible employee" does not include:

**(i)** The members of the Board of Directors who are not officers of the Service;

**(ii)** Assistant Attorneys General assigned to the Service;

**(iii)** Temporary employees of the Service; and

**(iv)** Employees of the Service assigned to agencies whose salaries are established by express agreement between the Service and the agencies.

2. The Service confirms the attached MES Standard Salary Schedules. These Schedules shall remain in place until such time as the Service adopts revised Standard Salary Schedules.

3. **(a)** Effective July 3, 1996, for Fiscal Year 1997, the Service shall increase the base salary of each eligible employee by an amount equal to the next step increase the employee would receive using the MES Standard Salary Schedules if the employee:

**(i)** has been recommended by the employee's program Director to receive a salary increase as a result of the employee's 1995 performance appraisal;

**(ii)** has an anniversary date of hire that is in the months of July through December; and

**(iii)** is not at the top of the employee's grade using the MES Standard Salary Schedules.

**(b)** Effective January 1, 1997, the Service shall increase the base salary of each eligible employee by an amount equal to the next step increase the employee would receive using the MES Salary Schedules if the employee:

**(i)** has been recommended by the employee's Program Director to receive a salary increase as a result of the employee's 1995 performance appraisal;
**(ii)** has an anniversary date of hire that is in the months of January through June; and
**(iii)** is not at the top of the employee's grade using the MES Standard Salary Schedules.

**4.** Except as otherwise provided herein, this Resolution shall take effect immediately.

**ADOPTED, this 25th day of April, 1996.**

**SEAL**

**MARYLAND ENVIRONMENTAL SERVICE**

**BY:** James W. Peck
**JAMES W. PECK, DIRECTOR**

**BY:** Annette Anselmi
**ANNETTE ANSELMI, TREASURER**

**BY:** Carolyn Davis
**CAROLYN DAVIS, SECRETARY**