

STATE OF OHIO
STATE PERSONNEL BOARD OF REVIEW

Katherine Hamilton,

Appellant,

v.

Case No. 2013-REC-11-0341

Department of Job & Family Services, and
Department of Administrative Services, Human Resources Division,

Appellees,

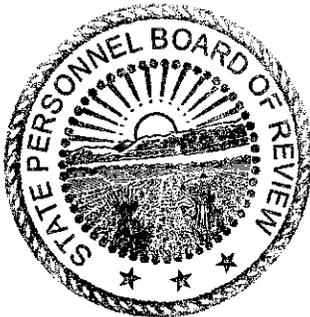
ORDER

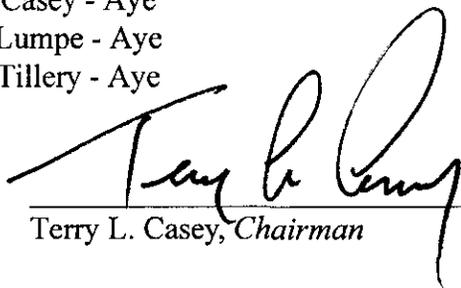
This matter came on for consideration on the Report and Recommendation of the Administrative Law Judge in the above-captioned appeal.

After a thorough examination of the entirety of the record, including a review of the Report and Recommendation of the Administrative Law Judge, along with any objections to that report which have been timely and properly filed, the Board hereby adopts the Recommendation of the Administrative Law Judge.

Wherefore, it is hereby **ORDERED** that the **CLASS PLAN REVIEW DETERMINATION** of the Department of Administrative Services, that Appellant's position be re-classified to Management Analyst, is **AFFIRMED**.

Casey - Aye
Lumpe - Aye
Tillery - Aye




Terry L. Casey, *Chairman*

CERTIFICATION

The State of Ohio, State Personnel Board of Review, ss:

I, the undersigned clerk of the State Personnel Board of Review, hereby certify that this document and any attachment thereto constitutes ~~(the original)~~ a true copy of the original) order or resolution of the State Personnel Board of Review as entered upon the Board's Journal, a copy of which has been forwarded to the parties this date, December 17, 2014.


Clerk

NOTE: Please see the reverse side of this Order or the attachment to this Order for information regarding your appeal rights.

**STATE OF OHIO
STATE PERSONNEL BOARD OF REVIEW**

Michelle Reggins
Katherine Hamilton

Case Nos. 2013-REC-11-0340
2013-REC-11-0341

Appellants

v.

October 29, 2014

Ohio Department of Job & Family Services

and

Department of Administrative Services,
Human Resource Division,

Appellees

Christopher R. Young
Administrative Law Judge

REPORT AND RECOMMENDATION

To the Honorable State Personnel Board of Review:

This cause came to be heard following a pre-hearing held on February 26, 2014, and at the record hearing held on September 10, 2014. Present at the hearing were Appellants, Ms. Michelle Reggins and Ms. Katherine Hamilton, presently both classified as Management Analysts (63211), positions within the collective bargaining agreement, who appeared *pro se*, and offered testimony at the record hearing on their own behalf. The Appellee, the Ohio Department of Job and Family Service (ODJFS) was present through its designee Ms. Nancy Jancso-Kocarek, a Human Capital Management Manager, who was represented by Ms. Nicole Moss, a Senior Staff Attorney for ODJFS. The Appellee, Department of Administrative Services (DAS) was present through its designee, Ms. Joe Ann Lucas, a Senior Human Capital Management Analyst, who also offered testimony at the record hearing as the person who was familiar with the surveyed audit result. Additionally, the Appellants' immediate supervisor, Ms Debra Cunningham, a Field Operations Coordinator, was present at the record hearing and offered testimony, as well.

This cause came on due to Appellant's November 8, 2013, timely filing of an appeal from the reclassification of their positions from Management Analyst Supervisor 1 (MAS1) (63215) (Pay Range 12) to a Management Analyst (63211) position, within the collective bargaining agreement effective with the payroll period beginning on October 11, 2013, the date they were notified of the results of the audit. This Class Plan Review Determination was a result of DAS's deletion of Appellants' former classification of Management Analyst Supervisor 1 from the State Class Plan. Because this downgrade would otherwise result in a diminution of Appellant's pay, the Appellants were placed in "Step X", pursuant to R.C. 124.14(A). It should be noted that the aforementioned was stipulated to, as well as, the subject matter jurisdiction of this Board was established pursuant to R.C. 124.03 and R.C.124.14.

Before proceeding onto the record, the Appellants, Ms. Michelle Reggins and Ms. Katherine Hamilton, both stated that although they are presently classified as Management Analysts (63211), they believe that they should have been placed in the classification specification of an Administrative Professional 4 (16874) (Pay Range 10) or an Administrative Professional 3 (16973) (Pay Range 30), as better classifications or a better fit for the reclassification from the Management Analyst Supervisor 1's position.

Further, Ms. Reggins explained in her opening statement that prior to the audit being completed she was in training and working part-time in labor relations and mostly at the call center, and after the audit she returned to strictly call-center duties. Additionally, Ms. Hamilton explained that prior to the audit she was working primarily as a labor relations liaison, where she wanted to go back to call-center duties, which she did after the audit.

STATEMENT OF THE CASE

The first witness to testify was Ms. Michelle Reggins, who is currently classified as a Management Analyst, who has been that position since October 2013. Further, when questioned, the witness explained she has worked for ODJFS for approximate last 28 years and that prior to her reclassification she held the position of Management Analyst Supervisor 1 for the proceeding 8 to 9 years. Moreover, when questioned, the witness explained that Ms. Debra Cunningham, a Field Operations Coordinator, has been her current supervisor for approximately the last three years, and that currently she has nine (9) direct reports, including four (4)

Management Analyst direct reports. Additionally, when questioned, the witness explained that her office location was at 4020 E. 5th Ave. where she works Monday through Friday from 8 AM to 4:30 PM.

The witness then identified Joint Exhibit A as the MAS Classification Project Information Form filled out by the employee. After identifying page 4 of said exhibit the witness testified under the list of essential job duties assigned and performed 15% of the time she gave regular direction to local managers and supervisors on behalf of field operations call-center coordinator, provided functional supervision in the absence of direct supervision and recommend changes to field operations coordinator, all while monitoring and managing the call commander for accuracy and determining staffing and workflow to maintain effective staffing levels. The witness also stated that she would develop, monitor and make recommendations on implementation of NICE Quality Standard program wherein she would Montour calibrate the calls through the NICE monitoring system.

Further, the witness testified she would spend approximate 10% of her time preparing technical and/or statistical reports daily/weekly/monthly/quarterly for management and other departments, as needed.

Additionally, the witness testified she would spend approximate 20% of her time establishing guidelines and time frames for analysis of Call Center operations and procedures, while providing technical assistance to call-center and processing center supervisors and/or management staff.

Next, the witness explained that she would prepare and give presentations to call-center managers, staff, state agencies, County agencies and community groups regarding new/revised call-center equipment, software, operations and procedures approximately 5% of her time. Further, the witness explained she would also participate on team projects to assist upper-level management writing and developing call-center specific training materials approximately 5% of her time, as well.

Lastly, witness testified that were approximately 40% of her time she would assist in maintaining data for effective personnel and labor relations tracking and monitoring system within the office of local operations (OLO) wherein she would interact and assist managers and regional coordinator's with Labor Relations needs; assist with step 1 hearings and respond to step 2 grievances. The witness testified

that all the above described the duties she performed either in a part-time or full-time manner, and that after the audit had taken place she explained that she no longer performed any Labor Relations duties and all the percentages of the times substantially increased. Specifically, the witness explained that after the audit 100% of her time was spent performing call-center duties, and that she was no longer performing Labor Relations duties.

For clarification, the witness testified that her most important duty before the audit was to work to ensure the correct staffing levels of the Call Centers and that during the audit she was in training for Labor Relations duties, while also ensuring staffing to the Call Centers, and after the audit she was again back to ensuring the staffing level of the Call Centers. Further, the witness testified that she has never been a supervisor and/or duties associated with a supervisor, as well.

The witness then identified Appellant's Exhibit 8 as a table organization, specifically the Local Operations Office, wherein under the Unemployment Compensation icon the Call Centers, is where they both work under Ms. Cunningham.

The witness then identified Joint Exhibit D, the classification specification of the Management Analyst, and agreed that she performed all the duties associated with the above noted classification specification. The witness testified that she researches and analyzes existing operations, systems and procedures to determine where necessary improvements are needed; prepares comprehensive written reports summarizing findings and recommendations to increase agency efficiency and effectiveness; plans, organizes and implements studies to be used during analysis; implements solutions to problem studied; assist in the NICE telephone system to determine agency efficiency and effectiveness; as well as training agency personnel in completion of standardized activity reports used to collect data regarding individual jobs.

The witness then identified Appellee's Exhibit G and/or Appellant's Exhibit 7, as the classification series of Administrative Professional, specifically the Administrator Professional 4 classification specification located on page 6 of 6. When questioned, the witness testified that she does perform non-routine administrative task in that she formulates decisions and/or judgments involving lawn legal interpretation of policies and procedures as they would apply to a given situation to resolve problems. However, the witness testified that she does not

research and prepare data for budget inclusion; assist in writing budget justification; monitors spending and maintains fiscal records; performs personnel functions such as screen job applicants, nor does she represent the division or agency on interdivisional task forces or committees. Further, the witness testified that while she does perform some secretarial tasks, she did not maintain confidential files or make travel arrangements for her supervisor or prepare payroll reports and/or time sheets. However, witness did testify she would take the minutes of some of the meetings and handle sensitive telephone calls and channel those calls to the appropriate parties for a response. Additionally, the witness testified that she does perform some clerical tasks, but she does not log and distribute incoming mail or maintain an inventory of the general office supplies and orders, as needed, nor she prepare and/or record a retention schedule or schedule records for disposal, as well.

The Appellant, Ms. Reggins, then identified Appellant's Exhibits 1 through 8, as examples of some of the work that she had completed prior to the audit, during the audit and after the audit. Specifically, the witness identified Appellant's Exhibit 2 as a document which revealed that effective November 21, 2012, Ms. Reggins was to assist with labor and human resource issues on a full-time basis.

Counselor Moss then proceeded to ask questions to Mr. Reggin's about her job duties. Ms. Reggins explained that Local Operations is the entity that houses Unemployment Compensation, wherein local offices throughout the state handle incoming calls regarding claims, and that they are there to ensure that the staffing levels are able to handle the calls. When questioned, the Appellant testified that from November 2012 to October 2013 she worked full-time assisting Labor Relations and part-time in the Call-Center. However, when questioned, the witness explained that she never actually worked at the Employee and Business Services, nor had she ever worked for them or reported to anyone in that division, which houses Human Resources and Labor Relations for ODJFS. The witness explained that Ms. Benton told her in August 2012, that she was going to assist Ms. Mollie De Rojas, a Labor Relations Liaison for the Office of Local Operations, who was in fact her supervisor from August 2012 through October 2013. However, the witness then explained that after October 2013 she has not done any Labor Relations duties and that she was never assigned any one Labor Relations program during her tenure under Ms. De Rojas. Furthermore, when questioned, the witness explained that under Appellant's Exhibit 8 it reveals that Ms. De Rojas held the position of Program Administrator 1.

The second witness to testify was Ms. Katherine Hamilton who is currently classified as a Management Analyst, who has been that position since October 2013. Further, when questioned, the witness explained she has worked for ODJFS for approximate last 15 and a half years and that prior to her reclassification she held the position of Management Analyst Supervisor 1 for the proceeding 7 years. When questioned, the witness testified that she works Monday through Thursday 7:00 AM to 4:30 PM and Friday from 7:00 AM to 11:00 AM. Moreover, the witness when questioned testified that she does not provide supervision to any employees. Additionally, the witness explained that like the witness before her, she works in the Office of Local Operations within the ODJFS. Furthermore, the witness when questioned, testified that prior to August 2012 she was helping part-time in Labor Relations and eventually was put into position of a Labor Relations liaison position that is currently held by Ms. Mollie De Rojas, at a temporary working level of a Management Analyst Supervisor 2, and worked in that position from March 2012 through November 2012, and then after November 2012 eventually was then returned to the call-center, and has been working those duties associated with the call-center, ever since. When questioned, the witness testified that the phase two audit process took place from August 2012 through August 2013.

The witness then identified Joint Exhibit A (Katherine Hamilton) as the MAS Classification Project Information Form filled out by the employee. After identifying page 3 and 4 of said exhibit the witness testified under the list of essential job duties assigned and performed 40% of the time she gave regular direction to local managers and supervisors on behalf of field operations call-center coordinator, provided functional supervision in the absence of direct supervision and recommend changes to field operations coordinator, all while monitoring and managing the call commander for accuracy and determining staffing and workflow to maintain effective staffing levels. The witness also stated that she would develop, monitor and make recommendations on implementation of NICE Quality Standard program wherein she would Montour calibrate the calls through the NICE monitoring system.

Further, the witness testified she would spend approximate 25% of her time preparing technical and/or statistical reports daily/weekly/monthly/quarterly for management and other departments, as needed. (See page 5 of Joint Exhibit A). Additionally, the witness testified she would spend approximate 20% of her time establishing guidelines and time frames for analysis of Call Center operations and procedures, while providing technical assistance to call-center and processing center supervisors and/or management staff. (See page 6 of Joint Exhibit A).

Next, the witness explained that she would develop performance management plans and/or corresponds with call-center and processing center management to resolve and respond to errors and customer complaints approximate 5% of her time and would also prepare and give presentations to call-center managers, staff, state agencies, County agencies and community groups regarding new/revised call-center equipment, software, operations and procedures which amounted approximately 5% of her time, as well. Further, the witness explained she would also participate on team projects to assist upper-level management writing and developing call-center specific training materials approximate 5% of her time, as well. (See Joint Exhibit A pages 6 and 7).

Further, the witness explained that around December 2013 or January 2014, after the audit results came out, she has been given additional duties such as Health Wellness Coordinator for OLO, wherein she receives all of the FMLA paperwork, disability paperwork, tracks interim hours, tracks the 12 state leased vehicles, prepares personnel requisitions (to post jobs or move staff), receives the Verizon and Mobe monthly bills and ADA accommodation paperwork from Office of Business Services, wherein she forwards that information to management, while placing that information on a spreadsheet.

The witness then identified Joint Exhibit D, the classification specification of the Management Analyst, and agreed that she performed all the duties associated with the above noted classification specification. The witness testified that she researches and analyzes existing operations, systems and procedures to determine where necessary improvements are needed; prepares comprehensive written reports summarizing findings and recommendations to increase agency efficiency and effectiveness; plans, organizes and implements studies to be used during analysis; implements solutions to problem studied; assist in the NICE telephone system to determine agency efficiency and effectiveness; as well as training agency personnel in completion of standardized activity reports used to collect data regarding individual jobs.

The witness then identified Appellee's Exhibit G and/or Appellant's Exhibit 7, as the classification series of Administrative Professional, specifically the Administrator Professional 4 classification specification located on page 6 of 6. When questioned, the witness testified that she does perform non-routine administrative tasks in that she formulates decisions and/or judgments involving

non-legal interpretation of policies and procedures as they would apply to a given situation to resolve problems. When questioned, the witness did state that she would review and summarize fiscal and/or operational and/or personal reports, as she would review the Mobe and Verizon bills, track the 12 leased state vehicles and track the interim hours. However, the witness testified that she does not research and prepare data for budget inclusion; assist in writing budget justification but would monitor spending and maintain fiscal records when it pertained to the above noted. However, the witness stated that she presently does not perform personnel functions such as screen job applicants, nor does she represent the division or agency on interdivisional task forces or committees. Further, the witness testified that she does perform some secretarial tasks, in that she does maintain confidential files with respect to FMLA and disability paperwork, but that she does not make travel arrangements for her supervisor or prepare payroll reports and/or time sheets. However, witness did testify she would take the minutes of some of the meetings and handle sensitive telephone calls and channel calls to the appropriate parties for a response. Additionally, the witness testified that she does perform some clerical tasks, as noted above, but she does not log and distribute incoming mail or maintain an inventory of the general office supplies and orders, as needed, nor does she prepare and/or keep a retention schedule or schedule records for disposal, as well.

The next witness to testify was Ms. Deborah Cunningham, a Field Operations Coordinator, the Appellants' direct supervisor, a position she has held last three years, while being employed the last three years at the ODJFS. Specifically, when questioned, if the Appellants' testimony regarding their job duties and/or responsibilities were accurate, answered in the affirmative, as she was in the hearing room and heard the same. However, with respect to Ms. Reggins' testimony, Ms. Cunningham pointed out that she only acted as an assistant to the Labor Relations liaison within the Office of Locals Operations versus actually working in the Employment Business Services office which houses Human Resources, wherein she did handle a couple of step one and step two grievances. With respect to Ms. Hamilton's duties the witness testified that the newly assigned duties after the audit had been delivered to the Appellant, such as Health Wellness Coordinator for OLO, wherein she receives all of the FMLA paperwork, disability paperwork, tracks interm hours, tracks the 12 state leased vehicles, prepares personnel requisitions (to post jobs or move staff), received the Verizon and Mobe monthly bills and ADA accommodation paperwork were in fact assigned by her supervisor, Ms. Benton.

The last person to testify was Ms. Joe Ann Lucas, a Senior Human Capital Management Analyst within the Classification and Compensation Unit a position she's held with the Department of Administrative Services for approximately the last 7/8 years. When questioned, the witness explained that pursuant to Ohio Revised Code Section 124.14 the Department of Administrative Services sent out a survey in a class plan review determination regarding the deletion of the classification specifications of both the Management Analyst Supervisor 1 and Management Analyst Supervisor 2 positions in the second phase thereof, and is familiar with the results of the instant reclassification appeal. When questioned, the witness explained that upon review of both of the Appellants' audit questionnaire packages they both use the language of "suggesting" and "recommending", which she felt that they were monitoring activity and software at the Call Center and passing that information on to their supervisor, granting early dismissal of some employees if the need arose. The witness explained when reviewing the class concept of a Management Analyst which states that a person working at this class works under general supervision and requires considerable knowledge of business or public administration in order to monitor and analyze operations, systems or procedures of assigned agency determine needed improvements and research proposed programs, policies and/or legislation determine feasibility or impact of implementation, that both Appellants did this approximate of their 20% of the time in concurrence of O.A.C 123:1-03-01(D). Moreover, the witness explained basically their duties involved moving people around within the call center to better utilize the incoming calls coming into one location versus another. When questioned why she did not place in the individuals into the classification specification of an Administrative Professional 4, explained when looking at the Series Purpose it notes that this classification is restricted to the agency executive staff defined as top three layers (Director and Assistant Director are considered one layer in the organizational structure of the agency board or commission), the Human Resource Director, Chief Legal Counsel or, the head of a regional, district or field office, which the Appellants did not meet that criteria.

FINDINGS OF FACT

There were no real discrepancies between the Appellants' characterization of the duties that they performed and that of the testimony of their direct supervisor, Ms. Deborah Cunningham, a Field Operations Coordinator, for the Ohio Department of Job and Family Services. Therefore, I find as a matter of fact, the Appellant perform the duties about which he testified.

CONCLUSIONS OF LAW

This Board is required to perform several functions when determining the most appropriate classification for an Appellant coming before it. The Board must always review relevant classification specifications to determine which classification best describes the Appellant's actual job duties for the pertinent period of time. *Ford v. Ohio Department of Natural Resources* (1990), 67 Ohio App. 3d 755. In making this determination, the Board considers the classification specification and the job duties outlined therein, as well as the percentages of time the Appellant devotes to each group of job duties. *Klug v. Ohio Department of Administrative Services* (May 19, 1988), Franklin Co. 87AP-306, unreported, 1988 WL54277.

As a general rule, Appellants seeking reclassification to a higher position must demonstrate that they meet substantially all of the qualifications of the higher position. *Harris v. Dept. of Admin. Services*, No. 80AP-248, slip op. (Ohio Ct. App. 10th Dist., September 25, 1980); *Deist v. Kent State Univ.*, No. 78AP-28, slip op. (Ohio Ct. App. 10th Dist., May 23, 1978.) The incumbent need not perform every duty enumerated within the body of the specification for this or her position to fall within a particular classification specification for his or her position to fall within a particular classification specification; it is sufficient if all of the job duties actually performed fall within those specified for the classification. See *Klug*, supra. The class concept or series purpose of each classification title sets forth the mandatory duties that must be performed by an incumbent for at least twenty percent of his or her work time.

This Board must also consider the relation between the classification specifications at hand and the testimony presented and evidence admitted. This Board's consideration, however, is not limited solely to the duties contained in the classification specifications, but may also embrace other relevant facts submitted by the effected parties. *Gordon v. Ohio Department of Administrative Services* (March 31, 1988), Franklin Co. 88AP-0122, unreported, 1988 WL37094.

As previously mentioned, the Appellants, Ms. Michelle Reggins and Ms. Katherine Hamilton, presently both classified as Management Analysts (63211), positions within the collective bargaining agreement, stated that although they are presently classified as Management Analysts, they both believe that they should

have been placed in the classification specification of a an Administrative Professional 4 (16874) (Pay Range 10) or an Administrative Professional 3 (16973) (Pay Range 30), as better classifications or a better fit for the reclassification from the Management Analyst Supervisor 1's position. Additionally, it should be noted that the testimony revealed that the Appellee agency (ODJFS) moved both of these individuals around in Local Office of Operations, prior to the audit and during the audit was being processed, but prior to the audit determination was made, their respective duties seemed to solely focused on the Call-Center activities.

After a thorough review of the above mentioned classification specifications, it is my recommendation that the Appellants were properly classified as Management Analysts (63211). Based on the findings set forth above, and for the reasons set forth below, the Appellants' cannot be re-classified to either classification specification of a an Administrative Professional 4 (16874) (Pay Range 10) or an Administrative Professional 3 (16973) (Pay Range 30). Accordingly, this Board should affirm DAS's instant Class Plan Review Determination in placing both Appellants into the position of Management Analyst (63211).

When reviewing the classification specification of an Administrative Professional 3, a classification that the Appellants suggested that they may be possibly reclassified into, the undersigned rejected this classification. When reviewing the classification specification noted above, that classification of an Administrative Professional 3, is a classification within the collective bargaining unit, which this Board has no jurisdiction to consider. It has been this Board's past practice that it can reclassify someone holding a position that is exempt back into a bargaining unit or out of a bargaining unit, but cannot reclassify someone from one position in a bargaining unit to another position in that bargaining unit. As such, the undersigned Administrative Law Judge cannot place either of these individuals in this above noted classification specification, since they currently hold a position in the bargaining unit, and the Administrative Professional 3 classification is in the same bargaining unit.

When reviewing the classification specification of an Administrative Professional 4, a classification that the Appellants also suggested that they may be possibly reclassified into was rejected by the undersigned Administrative Law Judge rejected as this classification is not fully encompassing the Appellants' job duties. Further, it also should be noted that within the Series Purpose, at the forth level, that this classification is restricted to agency executive staff defined as top three

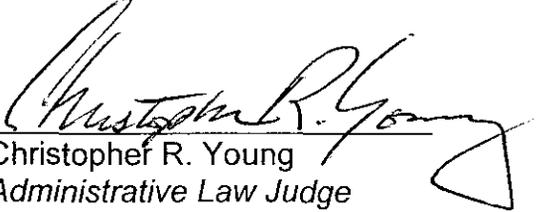
layers (Director and Assistant Director are considered one layer) in the organizational structure of the agency board or commission, the Human Resources Director, Chief Legal Counsel or, the Head of a Regional, District or Field Office. The evidence revealed that neither of the Appellants directly reported to the Director and/or Assistant Director, the Human Resource Director, the Chief Legal Counsel, or the Head of a Regional District or Field Office. Clearly, the evidence revealed that the Appellants herein were supervised by Ms. Deborah Cunningham, a Field Operations Coordinator, which is not considered above. Moreover, there appeared to be a number of duties associated in the Administrative Professional 4's classification specification such as representing supervisor at meetings or conferences with other agencies; researching and preparing data for budget collusion; assisting in writing for budget justification; conducting job screening of job applicants and doing face-to-face interviews, which the Appellants did not perform. As such, the undersigned Administrative Law Judge rejected the above noted classification specification of an Administrative Professional 4 as being an appropriate fit for the Appellants herein

Appellees' audit recommendations were that Appellants' positions be reclassified as Management Analysts. The testimonial and documentary evidence presented at record hearing support that recommendation and I find that the classification specification which most accurately reflects the duties performed by Appellants are that of Management Analyst, class number 63211. Both of the Appellants, when reviewing the classification specification of the Management Analyst, agreed that they performed all the duties associated with the above noted classification specification. Ms. Michelle Reggins and Ms. Katherine Hamilton both testified that they research and analyze existing operations, systems and procedures to determine where necessary improvements are needed; prepares comprehensive written reports summarizing findings and recommendations to increase agency efficiency and effectiveness; plan, organize and implement studies to be used during analysis; implements solutions to problem studied; assist in the NICE telephone system to determine agency efficiency and effectiveness; as well as training agency personnel in completion of standardized activity reports used to collect data regarding individual jobs. Therefore, after reviewing Ms. Michelle Reggins' and Ms. Katherine Hamilton's testimony with regard to their respective job tasks and/or responsibilities it became apparent that the classification specification of a Management Analyst position served as the most appropriate or "best fit" position for the Appellants.

No classification specification exists which encompasses all of the job duties performed by Appellants. Case law provides that, where an employee's position could be classified in more than one classification, the employee should be placed in the higher of the positions. *Nibert v. Ohio Dept. of Administrative Services* (Jan. 17, 1992), Franklin Co., No. 91CVF-07-5825, unreported. In this instance, the Appellants could not be reclassified into the classification specifications that they had suggested, by either this Board lacking jurisdiction to do the same, or by restrictions itself.

RECOMMENDATION

Therefore, I respectfully **RECOMMEND** that the State Personnel Board of Review **AFFIRM** the **CLASS PLAN REVIEW DETERMINATION** of the Department of Administrative Services that the Appellants' positions be re-classified to the Management Analyst position.


Christopher R. Young
Administrative Law Judge