SUBSTITUTE _____

Introduced by: **Kenneth H. Kennedy, Jr. Councilman**

HEADING AND PURPOSE

SUBSTITUTE ORDINANCE AMENDING CHAPTER 2, ARTICLE VI., SECTION 2-370 OF THE HARTFORD MUNICIPAL CODE

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

November 26, 2013

Be It Hereby Ordained by the Court of Common Council of the City of Hartford:

That Chapter 2, Section 2-370 of the Municipal Code of the City of Hartford be amended as follows:

Sec. 2-370. Method of Filling Vacancies.

(A) *Regular and Temporary Full Time, Part Time and Seasonal positions.* Each position in the Classified Service shall be designated as either, regular or temporary and as either full time, part time or seasonal as defined in this Article. Such designation shall be used in all official requisitions or other communications concerning employment, Promotion, Demotion, Transfer, Suspension, Lay-Off or Dismissal addressed to the Department of Human Resources.

(1) No employee shall be permanently assigned to a Temporary position.

(2) Employees may be assigned to Temporary positions where such assignment involves neither a Promotion nor a Demotion. Any employee so assigned shall return to the individual's former position when the term of the Temporary position expires.

(3) In all cases other than temporary assignment to a higher Class or a Temporary position, the provisions of this Article governing examinations and certifications shall apply.

(4) No Temporary Employee appointed to a Temporary position shall be exempted from the provisions of § 2-379(A).

(B) *Transfers.* Employees may request to be transferred to a position in the same Class in another department by notifying the Director in writing, who shall maintain lists of such employees. The procedure for transfer of such employees shall be set forth by the Director.

(C) *Temporary Appointments to positions.* When a position, or a Temporary position, as defined in this Article is established and cannot be filled by the assignment of an employee or from an existing employment list, the Director may authorize the appointment of a Temporary Employee. Such Temporary Employee shall not be considered eligible for any of the benefits provided for in this Article for other employees in the Classified Service. Appointments to Temporary positions will expire automatically at the end of six (6) months and shall not be subject to renewal.

(D) *Retired Employee Classified Employees.* Retired Classified or Unclassified Employees of the City shall only be eligible to return to City employment in a temporary classified [or unclassified] position for a maximum of six (6) months in a fiscal year. The provisions of this subsection shall not apply to individuals who are employees or appointees at the time of the effective date of this subsection.

(E) *Retired Employees for Certain Unclassified Positions.* In the event that a retired classified or unclassified employee returns to City employment in a position enumerated in the Charter of the City of Hartford, Chapter 5, Section 2(d), the retiree shall be entitled to annual compensation in an amount calculated as follows: (the amount of the annual base salary) minus (the amount of the retiree's annual pension benefit), provided however, that the annual compensation shall not be less than fifty (50%) percent of the annual base salary.

This ordinance shall take effect upon adoption, except that Section 2-370 (E) shall take effect on January 1, 2016 [upon adoption].