



Memorandum

Date: 5/13/2025

Meeting of: Committee of the Whole - Finance, Administration, and Communications

File No. CM 25-289

Type: Committee Memo

TO: Committee of the Whole - Finance, Administration, and Communications

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Human Resources	Cathryn Laird	425-556-2125
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DEPARTMENT STAFF:

Human Resources	Mary Grady	Senior HR Analyst
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TITLE:

Behavioral Health Professional Classification Request

OVERVIEW STATEMENT:

Request to add Behavioral Health Professional classification to Non-Represented Pay Plan "N" and "N-S" to focus on behavioral health duties.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
City Council is required to authorize salary and/or classification changes to Pay Plans, in accordance with the City of Redmond Personnel Manual Section 7.10.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Seeking approval to fill vacancy at the correct classification level required for the body of work. Requesting to add Behavioral Health Professional classification to non-represented "N" and "N-S" Pay Plans.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:**Total Cost:**

The classification is budgeted in the 2025-2026 Biennium budget for Non-Represented Pay Plan "N" and "N-S".

Approved in current biennial budget: ☒ **Yes** ☐ **No** ☐ **N/A**

Budget Offer Number:

N/A

Budget Priority:

Strategic and Responsive

Other budget impacts or additional costs: ☐ **Yes** ☐ **No** ☒ **N/A**

If yes, explain:

N/A

Funding source(s):

N/A

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:**Previous Contact(s)**

Date	Meeting	Requested Action
N/A	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
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5/20/2025	Business Meeting	Approve
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Time Constraints:

Approval will allow staff to fill vacancy for the Behavioral Health Professional classification in a timely manner to meet the needs of the body of work.

ANTICIPATED RESULT IF NOT APPROVED:

If not immediately approved, we will not be able to hire an employee to focus on behavioral health.

ATTACHMENTS:

Attachment A: 2025 Non-Represented Pay Plan "N"

Attachment B: 2025 Non-Represented Supplemental Pay Plan "N-S"