

**MOTION: BAILEY**

**April 23, 2024  
Regular Meeting**

**SECOND: BODDYE**

**Res. No. 24-350**

**RE: AUTHORIZE AMENDMENTS TO THE POSITION CLASSIFICATION AND PAY PLAN  
IN ACCORDANCE WITH THE COUNTY'S ADOPTED COMPENSATION POLICY**

**ACTION: APPROVED**

**WHEREAS**, the Board of County Supervisors adopts amendments to the Position Classification and Pay Plan on a periodic as needed basis; and

**WHEREAS**, an Autonomous Nurse Practitioner classification is recommended to be established to support Community Services' work in assessing patient needs, diagnosing medical conditions, ordering, and interpreting diagnostic and laboratory tests, and formulating and prescribing treatment plans; and

**WHEREAS**, a Business Systems Administrator classification is recommended to be established countywide to support the completion of fiscal, business, and human resources functions within multiple county agencies; and

**WHEREAS**, a Deputy Director of Department – Procurement, a Deputy Director of Department – Youth Services, a Director of Department – Procurement, and a Director of Department – Youth Services classifications are recommended to be established to support the leadership and administrative functions of newly developed agencies; and

**WHEREAS**, a Senior Procurement Manager classification is recommended to be established to support Executive Management in completing regular, routine, and specialized procurement services and processes; and

**WHEREAS**, a Housing Program Supervisor, a Senior Housing Program Analyst, and a Senior Housing Program Manager classification are recommended to be established to manage staff, conduct housing analysis, perform specialized consultation to implement and oversee federally established housing program regulations, and ensure accuracy of data information for housing contracts and annual audits; and

**WHEREAS**, a Veterinarian classification is recommended to be established to oversee animal care and animal related processes, including developing guidelines and procedures for the proper care, management, and control of animals; and

**WHEREAS**, an Assistant Director of Transportation for Transportation Planning and Inspection classification is recommended to receive a subgrade change to recognize and coincide with the level of responsibilities and performance requirements commensurate with the subject matter work performed within the decision band relative to the specific skillset needed for the Transportation position; and

**April 23, 2024**  
**Regular Meeting**  
**Res. No. 24-350**  
**Page Two**

**WHEREAS**, an Economic Development Director classification is recommended to receive a grade and subgrade change to recognize and coincide with the level of subject matter expertise required in Economic Development (DED) for the position and to delineate the fact that the work required by the classification is commensurate with the work performed within the given decision band of work; and

**WHEREAS**, an Assistant Director of Procurement for Finance classification is recommended to be abolished to coincide with the shift of the County's procurement functions being moved from the Finance department to the Office of Executive Management; and

**WHEREAS**, an update to the Adult Detention Center pay scale and the Fire and Rescue pay scale for all uniformed and sworn employees is recommended to receive a 1.25 percent market adjustment, and an update to the Sheriff's Office pay scale for all sworn employees is recommended to receive a 5.72 percent market adjustment; and

**WHEREAS**, an update to the general service pay scale is recommended across the entirety of the County's pay scales for all general service employees to receive a 2.5 percent market adjustment; and

**WHEREAS**, the establishment of a separate medical salary structure for healthcare professional positions is recommended to appropriately align with comparable salaries in the Northern Virginia labor market, and the Medical Director (M71), Psychiatrist (M61), Autonomous Nurse Practitioner (M61), and Veterinarian (M61) positions are recommended to be placed on the medical salary structure; and

**WHEREAS**, Sections 19-12(c) and 19-13 of the Prince William County Code provide for amendments to the Position Classification and Pay Plan by resolution of the Prince William Board of County Supervisors; and

**WHEREAS**, the Human Resources Director recommends the Position Classification and Pay Plan amendments herein, as described above:

- Establish Autonomous Nurse Practitioner, DBM M61 (Community Services)
- Establish Business Systems Administrator, DBM C45 (Countywide)
- Establish Deputy Director of Department – Procurement, DBM D71 (Executive Management)
- Establish Deputy Director of Department – Youth Services, DBM D62 (Youth Services)
- Establish Director of Department – Youth Services, DBM E82 (Youth Services)

**April 23, 2024**  
**Regular Meeting**  
**Res. No. 24-350**  
**Page Three**

- Establish Director of Department – Procurement, DBM E81 (Executive Management)
- Establish Senior Procurement Manager, DBM C52 (Executive Management)
- Establish Housing Program Supervisor, DBM C43 (Development Services)
- Establish Senior Housing Program Analyst, DBM C42 (Housing and Community Development)
- Establish Senior Housing Program Manager, DBM C52 (Housing and Community Development)
- Establish Veterinarian, DBM M61 (Police)
- Change Assistant Director of Transportation for Transportation Planning and Inspection U481 from DBM D62 to D63 (Transportation)
- Change Economic Development Director S31282 from DBM E82 to E91 (Economic Development)
- Abolish Assistant Director of Procurement for Finance T315, DBM D63 (Finance)
- Establish the Medical Salary Structure
- Update the General Salary Structure at all levels
- Update the public safety pay scales for uniformed and sworn employees in Fire and Rescue, Sheriff's Office, and Adult Detention Center at all levels and pay scales
- Update the general service pay scale at all levels for all DBM's and pay scales

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Board of County Supervisors hereby amends the Position Classification by approving the defined amendments;

**BE IT FURTHER RESOLVED** that the Prince William Board of County Supervisors hereby amends the Adult Detention Center, Sheriff's Office, and Fire and Rescue pay scales by approving the defined adjustments, effective July 1, 2024;

**BE IT FURTHER RESOLVED** that the Prince William Board of County Supervisors hereby amends the general service pay scale by approving the defined adjustments, effective July 1, 2024;

**BE IT FURTHER RESOLVED** that the Prince William Board of County Supervisors hereby establishes the Medical Salary structure, effective July 1, 2024.

**April 23, 2024**  
**Regular Meeting**  
**Res. No. 24-350**  
**Page Four**

ATTACHMENT: Fiscal Year 2025 Budget – Pay Scale Recommendations (General Service, Adult Detention Center, Sheriff's Office, Fire and Rescue, and Medical Salary Structure)

**Votes:**

**Ayes:** Angry, Bailey, Boddye, Franklin, Gordy, Jefferson, Vega, Weir

**Nays:** None

**Absent from Vote:** None

**Absent from Meeting:** None

**For Information:**

Finance Director

Human Resources Director

Management and Budget Director

ATTEST: \_\_\_\_\_

*Andrea P. Madden*

Clerk to the Board

Salary Structure FY2025 (effective 7/1/2024)			
DBM - General Service Compensation			
DBM	Minimum	Midpoint	Maximum
A01	\$12.30	\$16.34	\$20.37
A02	\$13.77	\$18.29	\$22.80
A03	\$15.41	\$20.42	\$25.42
A11	\$16.66	\$26.03	\$35.39
A12	\$17.99	\$28.11	\$38.23
A13	\$19.41	\$30.34	\$41.27
B21	\$21.14	\$32.17	\$43.19
B22	\$23.25	\$34.19	\$45.12
B23	\$25.44	\$36.98	\$48.52
B24	\$28.32	\$40.69	\$53.05
B31	\$28.32	\$40.69	\$53.05
B25	\$31.96	\$45.42	\$58.88
B32	\$31.96	\$45.42	\$58.88
C41 (37.5 schedule)	\$65,910.00	\$92,907.75	\$119,905.50
C41 (40 schedule)	\$70,304.00	\$95,104.75	\$119,905.50
C41 (hourly)	\$33.80	\$47.65	\$61.49
C42 (37.5 schedule)	\$70,921.50	\$97,968.00	\$125,014.50
C42 (40 schedule)	\$75,649.60	\$100,332.05	\$125,014.50
C42 (hourly)	\$36.37	\$50.24	\$64.11
C43 (37.5 schedule)	\$76,069.50	\$104,676.00	\$133,282.50
C43 (40 schedule)	\$81,140.80	\$107,211.65	\$133,282.50
C43 (hourly)	\$39.01	\$53.68	\$68.35
C44 (37.5 schedule)	\$82,777.50	\$111,033.00	\$139,288.50
C44 (40 schedule)	\$88,296.00	\$113,792.25	\$139,288.50
C44 (hourly)	\$42.45	\$56.94	\$71.43
C45 (37.5 schedule)	\$91,162.50	\$121,836.00	\$152,509.50
C45 (40 schedule)	\$97,240.00	\$124,874.75	\$152,509.50
C45 (hourly)	\$46.75	\$62.48	\$78.21
C51 (37.5 schedule)	\$82,777.50	\$111,033.00	\$139,288.50
C51 (40 schedule)	\$88,296.00	\$113,792.25	\$139,288.50
C51 (hourly)	\$42.45	\$56.94	\$71.43
C52 (37.5 schedule)	\$91,162.50	\$121,836.00	\$152,509.50
C52 (40 schedule)	\$97,240.00	\$124,874.75	\$152,509.50
C52 (hourly)	\$46.75	\$62.48	\$78.21
D61 (37.5 schedule)	\$98,475.00	\$128,017.50	\$157,560.00
D61 (40 schedule)	\$105,040.00	\$131,300.00	\$157,560.00
D61 (hourly)	\$50.50	\$65.65	\$80.80
D62 (37.5 schedule)	\$104,500.50	\$135,846.75	\$167,193.00
D62 (40 schedule)	\$111,467.20	\$139,330.10	\$167,193.00
D62 (hourly)	\$53.59	\$69.67	\$85.74
D63 (37.5 schedule)	\$110,701.50	\$143,919.75	\$177,138.00
D63 (40 schedule)	\$118,081.60	\$147,609.80	\$177,138.00
D63 (hourly)	\$56.77	\$73.81	\$90.84
D64 (37.5 schedule)	\$118,696.50	\$154,323.00	\$189,949.50
D64 (40 schedule)	\$126,609.60	\$158,279.55	\$189,949.50
D64 (hourly)	\$60.87	\$79.14	\$97.41
D71 (37.5 schedule)	\$118,696.50	\$154,323.00	\$189,949.50
D71 (40 schedule)	\$126,609.60	\$158,279.55	\$189,949.50
D71 (hourly)	\$60.87	\$79.14	\$97.41
D65 (37.5 schedule)	\$128,680.50	\$167,280.75	\$205,881.00
D65 (40 schedule)	\$137,259.20	\$171,570.10	\$205,881.00
D65 (hourly)	\$65.99	\$85.79	\$105.58
D72 (37.5 schedule)	\$128,680.50	\$167,280.75	\$205,881.00
D72 (40 schedule)	\$137,259.20	\$171,570.10	\$205,881.00
D72 (hourly)	\$65.99	\$85.79	\$105.58
E81	\$137,274.15	\$178,458.40	\$219,642.64
E82	\$144,349.73	\$187,652.65	\$230,955.56
E83	\$151,585.20	\$197,066.76	\$242,548.31
E91	\$160,899.38	\$210,392.02	\$259,884.65
E92	\$172,432.16	\$224,159.81	\$275,887.46

02/01/2024

**FY2025 Adult Detention Center Payscale (effective July 1, 2024)**

GRADE	AD 01	AD 02	AD 03	AD 04	AD 05	AD 06	AD 07	AD 08
Step	Jail Officer	Master Jail Officer	Jail Sergeant	Jail First Sergeant	Jail Lieutenant	Jail Captain	Jail Major	Jail Superintendent
0	\$58,218.75	-	-	-	-	-	-	-
1	\$59,965.31	-	-	-	-	-	-	-
2	\$61,764.27	\$64,852.49	-	-	-	-	-	-
3	\$63,617.20	\$66,798.06	-	-	-	-	-	-
4	\$65,525.72	\$68,802.00	\$72,242.10	-	-	-	-	-
5	\$67,491.49	\$70,866.06	\$74,409.36	-	-	-	-	-
6	\$69,516.23	\$72,992.04	\$76,641.65	\$80,473.73	-	-	-	-
7	\$71,601.72	\$75,181.81	\$78,940.90	\$82,887.94	-	-	-	-
8	\$73,749.77	\$77,437.26	\$81,309.12	\$85,374.58	\$89,643.31	-	-	-
9	\$75,962.26	\$79,760.38	\$83,748.40	\$87,935.82	\$92,332.61	\$105,259.17	-	-
10	\$78,241.13	\$82,153.19	\$86,260.85	\$90,573.89	\$95,102.58	\$108,416.95	-	-
11	\$80,588.37	\$84,617.78	\$88,848.67	\$93,291.11	\$97,955.66	\$111,669.45	\$136,236.73	-
12	\$83,006.02	\$87,156.32	\$91,514.13	\$96,089.84	\$100,894.33	\$115,019.54	\$140,323.84	-
13	\$85,496.20	\$89,771.01	\$94,259.56	\$98,972.54	\$103,921.16	\$118,470.12	\$144,533.55	\$158,986.91
14	\$88,061.08	\$92,464.14	\$97,087.34	\$101,941.71	\$107,038.80	\$122,024.23	\$148,869.56	\$163,756.51
15	\$90,702.92	\$95,238.06	\$99,999.96	\$104,999.96	\$110,249.96	\$125,684.96	\$153,335.65	\$168,669.21
16	\$93,424.00	\$98,095.20	\$102,999.96	\$108,149.96	\$113,557.46	\$129,455.50	\$157,935.71	\$173,729.29
17	\$96,226.72	\$101,038.06	\$106,089.96	\$111,394.46	\$116,964.18	\$133,339.17	\$162,673.79	\$178,941.16
18	\$99,113.52	\$104,069.20	\$109,272.66	\$114,736.29	\$120,473.11	\$137,339.34	\$167,554.00	\$184,309.40
19	\$102,086.93	\$107,191.28	\$112,550.84	\$118,178.38	\$124,087.30	\$141,459.52	\$172,580.62	\$189,838.68
20	\$102,086.93	\$110,407.02	\$115,927.37	\$121,723.73	\$127,809.92	\$145,703.31	\$177,758.04	\$195,533.84
21	\$102,086.93	\$113,719.24	\$119,405.19	\$125,375.45	\$131,644.22	\$150,074.41	\$183,090.78	\$201,399.86
22	\$102,086.93	\$113,719.23	\$122,987.34	\$129,136.71	\$135,593.55	\$154,576.64	\$188,583.50	\$207,441.85
23	\$102,086.93	\$113,719.23	\$122,987.34	\$133,010.81	\$139,661.35	\$159,213.94	\$194,241.01	\$213,665.11
24	\$102,086.93	\$113,719.23	\$122,987.34	\$133,010.81	\$143,851.19	\$163,990.36	\$200,068.24	\$220,075.06
25	\$102,086.93	\$113,719.23	\$122,987.34	\$133,010.81	\$148,166.73	\$168,910.07	\$206,070.28	\$226,677.31
26	\$102,086.93	\$113,719.23	\$122,987.34	\$133,010.81	\$148,166.73	\$168,910.07	\$206,070.28	\$226,677.31
27	\$102,086.93	\$113,719.23	\$122,987.34	\$133,010.81	\$148,166.73	\$168,910.07	\$206,070.28	\$226,677.31
28	\$102,086.93	\$113,719.23	\$122,987.34	\$133,010.81	\$148,166.73	\$168,910.07	\$206,070.28	\$226,677.31
29	\$102,086.93	\$113,719.23	\$122,987.34	\$133,010.81	\$148,166.73	\$168,910.07	\$206,070.28	\$226,677.31
30	\$102,086.93	\$113,719.23	\$122,987.34	\$133,010.81	\$148,166.73	\$168,910.07	\$206,070.28	\$226,677.31

Date 2/1/2024

**FY2025 Sheriff's Office Payscale (effective July 1, 2024)**

GRADE	SH 01	SH 02	SH 03	SH 04	SH 05	SH 06	SH 07
Step	Sheriff's Deputy	Sheriff's Master Deputy	Sheriff's Sergeant	Sheriff's First Sergeant	Sheriff's Lieutenant	Sheriff's Captain	Sheriff's Chief Deputy
0	\$60,789.00	-	-	-	-	-	-
1	\$62,612.67	-	-	-	-	-	-
2	\$64,491.05	\$67,715.60	-	-	-	-	-
3	\$66,425.78	\$69,747.07	-	-	-	-	-
4	\$68,418.56	\$71,839.48	\$75,431.46	-	-	-	-
5	\$70,471.11	\$73,994.67	\$77,694.40	-	-	-	-
6	\$72,585.25	\$76,214.51	\$80,025.23	\$84,026.49	-	-	-
7	\$74,762.80	\$78,500.94	\$82,425.99	\$86,547.29	-	-	-
8	\$77,005.69	\$80,855.97	\$84,898.77	\$89,143.71	\$93,600.89	-	-
9	\$79,315.86	\$83,281.65	\$87,445.73	\$91,818.02	\$96,408.92	\$109,906.17	-
10	\$81,695.33	\$85,780.10	\$90,069.10	\$94,572.56	\$99,301.19	\$113,203.35	-
11	\$84,146.19	\$88,353.50	\$92,771.18	\$97,409.74	\$102,280.22	\$116,599.45	\$144,583.32
12	\$86,670.58	\$91,004.11	\$95,554.31	\$100,332.03	\$105,348.63	\$120,097.44	\$148,920.82
13	\$89,270.70	\$93,734.23	\$98,420.94	\$103,341.99	\$108,509.09	\$123,700.36	\$153,388.45
14	\$91,948.82	\$96,546.26	\$101,373.57	\$106,442.25	\$111,764.36	\$127,411.37	\$157,990.10
15	\$94,707.28	\$99,442.65	\$104,414.78	\$109,635.52	\$115,117.29	\$131,233.71	\$162,729.80
16	\$97,548.50	\$102,425.92	\$107,547.22	\$112,924.58	\$118,570.81	\$135,170.72	\$167,611.70
17	\$100,474.95	\$105,498.70	\$110,773.64	\$116,312.32	\$122,127.94	\$139,225.85	\$172,640.05
18	\$103,489.20	\$108,663.66	\$114,096.85	\$119,801.69	\$125,791.77	\$143,402.62	\$177,819.25
19	\$106,593.88	\$111,923.57	\$117,519.75	\$123,395.74	\$129,565.53	\$147,704.70	\$183,153.83
20	\$106,593.88	\$115,281.28	\$121,045.34	\$127,097.61	\$133,452.49	\$152,135.84	\$188,648.44
21	\$106,593.88	\$118,739.72	\$124,676.71	\$130,910.54	\$137,456.07	\$156,699.92	\$194,307.90
22	\$106,593.88	\$118,739.72	\$128,417.01	\$134,837.86	\$141,579.75	\$161,400.91	\$200,137.13
23	\$106,593.88	\$118,739.72	\$128,417.01	\$138,882.99	\$145,827.14	\$166,242.94	\$206,141.25
24	\$106,593.88	\$118,739.72	\$128,417.01	\$138,882.99	\$150,201.96	\$171,230.23	\$212,325.49
25	\$106,593.88	\$118,739.72	\$128,417.01	\$138,882.99	\$154,708.01	\$176,367.14	\$218,695.25
26	\$106,593.88	\$118,739.72	\$128,417.01	\$138,882.99	\$154,708.01	\$176,367.14	\$218,695.25
27	\$106,593.88	\$118,739.72	\$128,417.01	\$138,882.99	\$154,708.01	\$176,367.14	\$218,695.25
28	\$106,593.88	\$118,739.72	\$128,417.01	\$138,882.99	\$154,708.01	\$176,367.14	\$218,695.25
29	\$106,593.88	\$118,739.72	\$128,417.01	\$138,882.99	\$154,708.01	\$176,367.14	\$218,695.25
30	\$106,593.88	\$118,739.72	\$128,417.01	\$138,882.99	\$154,708.01	\$176,367.14	\$218,695.25

**FY2025 Fire & Rescue Department Payscale (effective July 1, 2024)**

GRADE	FD 01	FD 02	FD 03	FD 04	FD 05	FD 06	FD 07	FD 08
Step	F&R Tech I	F&R Tech II	F&R Lieutenant	F&R Captain	F&R Battalion Chief	F&R Division Chief	F&R Assistant Chief	F&R Deputy Chief
0	\$61,419.62	-	-	-	-	-	-	-
1	\$63,262.21	-	-	-	-	-	-	-
2	\$65,160.07	\$71,676.08	-	-	-	-	-	-
3	\$67,114.87	\$73,826.36	-	-	-	-	-	-
4	\$69,128.32	\$76,041.15	\$83,645.27	-	-	-	-	-
5	\$71,202.17	\$78,322.39	\$86,154.63	-	-	-	-	-
6	\$73,338.23	\$80,672.06	\$88,739.26	\$93,176.22	-	-	-	-
7	\$75,538.38	\$83,092.22	\$91,401.44	\$95,971.51	-	-	-	-
8	\$77,804.53	\$85,584.99	\$94,143.49	\$98,850.66	\$108,735.73	-	-	-
9	\$80,138.67	\$88,152.54	\$96,967.79	\$101,816.18	\$111,997.80	-	-	-
10	\$82,542.83	\$90,797.11	\$99,876.82	\$104,870.66	\$115,357.73	\$126,893.51	-	-
11	\$85,019.11	\$93,521.03	\$102,873.13	\$108,016.78	\$118,818.46	\$130,700.31	-	-
12	\$87,569.69	\$96,326.66	\$105,959.32	\$111,257.28	\$122,383.02	\$134,621.32	\$148,083.45	-
13	\$90,196.78	\$99,216.46	\$109,138.10	\$114,595.00	\$126,054.51	\$138,659.96	\$152,525.95	-
14	\$92,902.68	\$102,192.95	\$112,412.25	\$118,032.85	\$129,836.14	\$142,819.76	\$157,101.73	\$172,811.91
15	\$95,689.76	\$105,258.74	\$115,784.61	\$121,573.84	\$133,731.23	\$147,104.35	\$161,814.78	\$177,996.27
16	\$98,560.45	\$108,416.50	\$119,258.15	\$125,221.05	\$137,743.16	\$151,517.48	\$166,669.23	\$183,336.16
17	\$101,517.27	\$111,669.00	\$122,835.90	\$128,977.68	\$141,875.46	\$156,063.01	\$171,669.31	\$188,836.24
18	\$104,562.79	\$115,019.07	\$126,520.97	\$132,847.02	\$146,131.72	\$160,744.90	\$176,819.38	\$194,501.33
19	\$104,562.79	\$115,019.07	\$130,316.60	\$136,832.43	\$150,515.68	\$165,567.24	\$182,123.97	\$200,336.37
20	\$104,562.79	\$115,019.07	\$134,226.10	\$140,937.40	\$155,031.15	\$170,534.26	\$187,587.68	\$206,346.46
21	\$104,562.79	\$115,019.07	\$134,226.10	\$145,165.52	\$159,682.08	\$175,650.29	\$193,215.32	\$212,536.85
22	\$104,562.79	\$115,019.07	\$134,226.10	\$149,520.49	\$164,472.54	\$180,919.80	\$199,011.77	\$218,912.96
23	\$104,562.79	\$115,019.07	\$134,226.10	\$149,520.49	\$169,406.71	\$186,347.39	\$204,982.13	\$225,480.35
24	\$104,562.79	\$115,019.07	\$134,226.10	\$149,520.49	\$169,406.71	\$191,937.81	\$211,131.59	\$232,244.76
25	\$104,562.79	\$115,019.07	\$134,226.10	\$149,520.49	\$169,406.71	\$197,695.95	\$217,465.53	\$239,212.09
26	\$104,562.79	\$115,019.07	\$134,226.10	\$149,520.49	\$169,406.71	\$197,695.95	\$217,465.53	\$239,212.09
27	\$104,562.79	\$115,019.07	\$134,226.10	\$149,520.49	\$169,406.71	\$197,695.95	\$217,465.53	\$239,212.09
28	\$104,562.79	\$115,019.07	\$134,226.10	\$149,520.49	\$169,406.71	\$197,695.95	\$217,465.53	\$239,212.09
29	\$104,562.79	\$115,019.07	\$134,226.10	\$149,520.49	\$169,406.71	\$197,695.95	\$217,465.53	\$239,212.09
30	\$104,562.79	\$115,019.07	\$134,226.10	\$149,520.49	\$169,406.71	\$197,695.95	\$217,465.53	\$239,212.09

Date 2/1/2024



Medical Salary Structure FY2025 (effective 7/1/2024)			
Grade	New Min	New Midpoint	New Max
M61	\$101,439.00	\$218,507.25	\$335,575.50
M61 (hourly)	\$52.02	\$112.06	\$172.09
M71	\$122,265.00	\$258,765.00	\$395,265.00
M71 (hourly)	\$62.70	\$132.70	\$202.70

02/07/2024