



## Northern Virginia Regional Commission

# RESOLUTION

Resolution No. 18-26

PATRON: Robert W. Lazaro, Jr.  
Executive Director  
DATE: March 22, 2018

### CREATION AND ELIMINATION OF POSITIONS

WHEREAS, Northern Virginia Regional Commission (NVRC) engaged HR Extension, Inc., to perform a market assessment of approved positions within NVRC's classified salary plan; and

WHEREAS, the incumbents in two positions have been performing work that is substantially expanded in scope compared to the jobs they initially were employed to perform; and

WHEREAS, the Executive Director has verified the position descriptions for the jobs as they currently are being performed; and

WHEREAS, to align the current jobs with the appropriate grade level in NVRC's classified salary plan, new positions need to be created for the higher-level work; and

WHEREAS, only the Commission may create positions and set their titles and grades; and

WHEREAS, several approved positions are vacant, but are not expected to be allocated funding for FY 2018;

THEREFORE BE IT RESOLVED, that the Northern Virginia Regional Commission establishes the following as two new positions: Federal Grants Quality Manager, Grade 8, and Management Analyst, Grade 7.

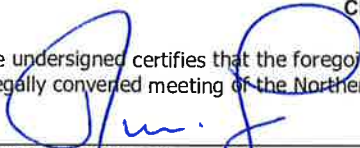
BE IT FURTHER RESOLVED, that appointments to these positions be made with approval of the Executive Committee.

BE IT RESOLVED FINALLY, that the following five vacant positions be abolished immediately: Administrative Manager/Web Administrator, Grade 8; Communications Director, Grade 11; Data Analyst, Grade 7; Regional Planner, Grade 7; and Director, Regional Energy and Sustainability Policy, Grade 12.



### CERTIFICATION

The undersigned certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Northern Virginia Regional Commission on March 22, 2018.

  
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ROBERT W. LAZARO, JR., CERTIFYING OFFICER