



**CITY OF NEW BEDFORD**

**JONATHAN F. MITCHELL, MAYOR**

October 6, 2021

City Council President Joseph P. Lopes and  
Honorable Members of the City Council  
City of New Bedford  
133 William Street  
New Bedford, MA 02740

Re: Amendment to Unit C Schedule

Dear Council President Lopes and Members of the City Council:

Enclosed please find a proposed ordinance and correspondence amending the Unit C Schedule, set forth in Chapter 19-7(c) of the Code of Ordinances, by inserting the title of Principal Health Inspector at pay grade M-11.

Thank you for your consideration of this request.

Very truly yours,

Jonathan F. Mitchell  
Mayor

JFM/sds  
enc.



**CITY OF NEW BEDFORD**  
**JONATHAN F. MITCHELL, MAYOR**

**HEALTH DEPARTMENT**

**BOARD OF HEALTH**

**PATRICIA L. ANDRADE, M.D.**  
**KIMBERLY A. GRIFFITH PSY.D.**

**DIRECTOR OF HEALTH**  
**DAMON O. CHAPLIN**

September 28, 2021

Jonathan F. Mitchell, Mayor  
City of New Bedford  
133 William Street  
New Bedford, MA 02740

Dear Honorable Mayor Mitchell,

The City of New Bedford Health Department is currently budgeted for eight AFSCME Sanitarian positions. One Sanitarian position is a Project Administrator and creates the assignment of cases among the sanitarian staff. There is no Unit C supervisor directly supervising the Sanitarian staff, creating a void in management, particularly in the areas of developing training programs, implementing department standard operating procedures and participating in departmental strategic planning and accreditation activities.

The Principal Health Inspector will supervise and manage all inspectional staff and assign duties; perform annual evaluation of inspectional staff; develop training programs; implement department standard operating procedures; participate in departmental strategic planning and accreditation activities and supplemental coordination of staff coverage for office as needed for community responses to public health emergencies. Some of these tasks are currently being performed by the Health Director and additional assistance is necessary.

The Health Department hereby requests an amendment to the Unit C Classification Plan to include the position of Principal Health Inspector. The Personnel Director has determined that this position should be classified as a Unit C position, graded as M-11.

We respectfully request that the Administration submit this position to City Council for immediate adoption.

Sincerely,

  
Damon Chaplin  
Director



# CITY OF NEW BEDFORD

In the Year Two Thousand and Twenty-One

## AN ORDINANCE

Amending Chapter 19, Personnel

31- 509

Be it ordained by the City Council of the City of New Bedford as follows:—

**SECTION 1.** Chapter 19, Section 19-7(c) is hereby amended by inserting the title of "Principal Health Inspector" at pay grade "M-11". The amended portion of the salary schedule shall read as follows:

Title	Grade
Principal Health Inspector	M-11

**Section 2.** This ordinance shall take effect in accordance with the provisions of Chapter 43 of the General Laws.