

Agency Name: Office of the Secretary (BAO)  
 Schedule A  
 Fiscal Year 2024

Position Number	Title	Vac Stat	If Filled -		If Vacant -		Grade	Step	Salary	Fringe	FTE x Dist %	Reg/Temp/Term	DIFS Fund	DIFS Program	DIFS Cost Center	DIFS Award	DIFS Project
			Hire Date	Last Filled Date	Last Filled Date	Last Filled Date											
1 00011355	Administrator Ofc of Document	F		2/28/2011	n/a		8	0	\$153,760.68			1 Reg	1010001	500070	50143	n/a	n/a
2 00020526	Ceremonial Services Officer	F		9/13/2021			14	8	\$134,661.00			1 Reg	1010001	500069	50142	n/a	n/a
3 00021182	Special Assistant	F		10/2/2017			7	0	\$117,324.30			1 Reg	1010001	100154	50142	n/a	n/a
4 00033159	Archivist	F		10/18/2004			13	9	\$116,933.00			1 Reg	1010001	500074	50144	n/a	n/a
5 00041021	Executive Assistant	F		10/21/2002			12	8	\$98,322.00			1 Reg	1010001	100003	50142	n/a	n/a
6 00041666	Supervisory Records & Informat	F		10/4/2004			13	0	\$119,416.00			1 Reg	1010001	500074	50144	n/a	n/a
7 00041667	ARCHIVIST	F		1/30/2023			12	2	\$83,289.00			1 Reg	1010001	500074	50144	n/a	n/a
8 00042711	Secretary of the District	F		1/2/2015			E3	0	\$170,000.00			1 Reg	1010001	100154	50142	n/a	n/a
9 00042727	Deputy Secretary of the Distri	F		3/2/2020			8	0	\$132,057.34			1 Reg	1010001	100154	50142	n/a	n/a
10 00042784	Protocol Officer	F		3/30/2020			7	0	\$124,368.15			1 Reg	1010001	500072	50142	n/a	n/a
11 00046721	Attorney Advisor	F		7/13/2015			12	10	\$119,156.00			1 Reg	1010001	500070	50143	n/a	n/a
12 00047454	Senior Writer-Editor	F		5/30/2006			14	7	\$131,138.00			1 Reg	1010001	500071	50143	n/a	n/a
13 00077339	Records & Information Manageme	F		1/18/2011			12	8	\$98,322.00			1 Reg	1010001	500074	50144	n/a	n/a
14 00077340	Attorney Advisor	F		1/3/2023			13	5	\$123,522.00			1 Reg	1010001	500070	50143	n/a	n/a
15 00087577	Public Records Administrator	F		3/28/2022			8	0	\$151,578.48			1 Reg	1010001	500075	50144	n/a	n/a
16 00091983	Archivist	F		8/14/2023			12	3	\$85,794.00			1 Reg	1010001	500074	50144	n/a	n/a
17 00097567	Program Support Specialist	F		5/8/2017			11	3	\$69,481.00			1 Reg	1010001	500070	50143	n/a	n/a
18 00099388	Editor	F		2/14/2022			12	10	\$103,333.00			1 Reg	1010001	500069	50142	n/a	n/a
19 00099690	Operations Analyst	F		10/22/2012			14	6	\$127,615.00			1 Reg	1010001	100003	50142	n/a	n/a
20 00108895	Special Assistant	F		12/19/2022			12	5	\$90,805.00			1 Reg	1010001	500069	50142	n/a	n/a
21 00108896	Records & Information Manageme	F		4/10/2023			12	4	\$88,300.00			1 Reg	1010001	500074	50144	n/a	n/a
22 00110022	Records & Information Manageme	F		9/26/2022			11	1	\$65,285.00			1 Reg	1010001	500074	50144	n/a	n/a
23 00110063	Staff Assistant	V					9	0	\$54,183.00			1	1010001	500069	50142	n/a	n/a
24 00110074	Staff Assistant	F		10/17/2016			9	2	\$55,915.00			1 Reg	1010001	500069	50142	n/a	n/a
25 00042770	Notary & Authentications Offic	F		3/31/2008			14	0	\$127,917.05			1 Reg	1060197	500073	50142	n/a	n/a
26 00044630	Program Analyst	F		11/13/2001			12	7	\$95,816.00			1 Reg	1060197	500073	50142	n/a	n/a
27 00045445	NOTARY & AUTHENTICATION SPEC	F		6/22/1990			12	7	\$95,816.00			1 Reg	1060197	500073	50142	n/a	n/a
28 00046400	Notary and Authentication Spec	F		2/3/1983			13	8	\$113,950.00			1 Reg	1060197	500073	50142	n/a	n/a
29 00082660	NOTARY & AUTHENTICATION SPEC	F		4/18/2016			12	1	\$80,784.00			1 Reg	1060197	500073	50142	n/a	n/a