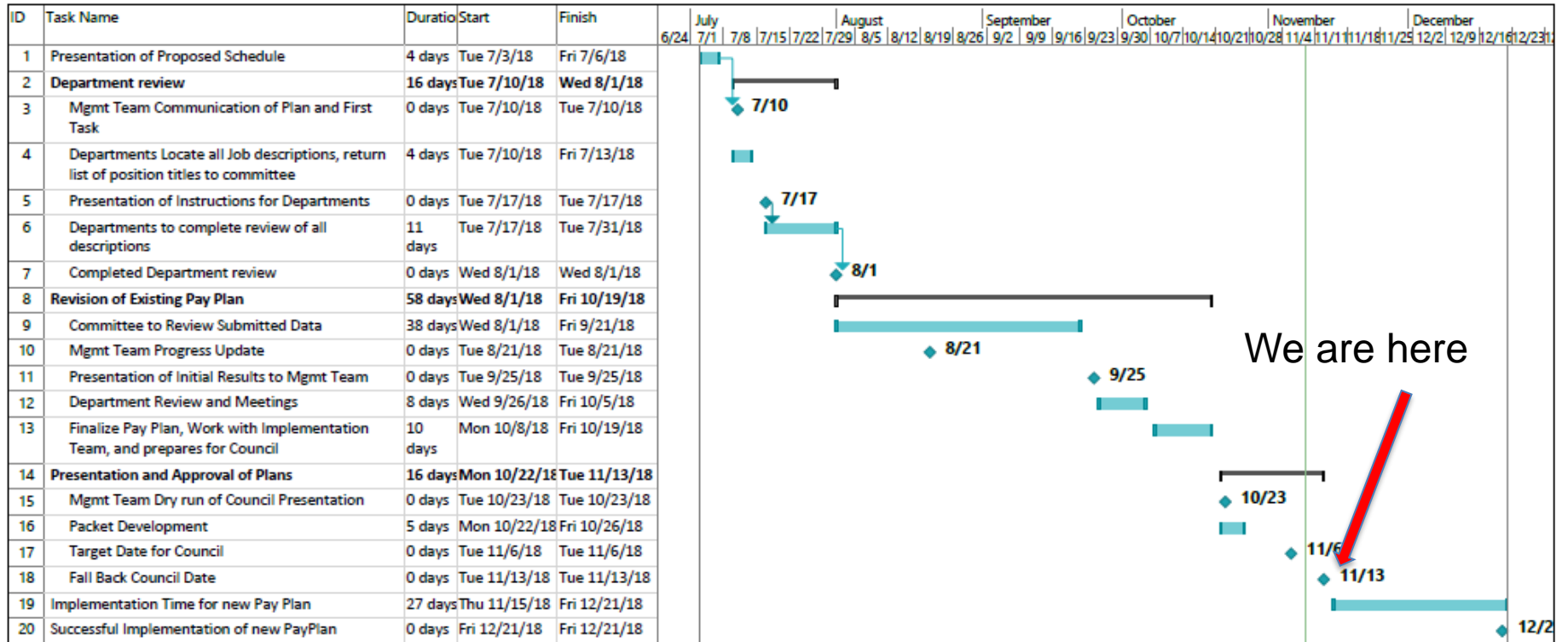


# Pay and Classification Plan for Core General Employees

Structure Team: Led by Steve Marsh, Ryan Elam, Brian Head, Dan White, Mark Schaufler, Dena Mezger, Jackie Heanue and Anita Dickey. Team Assisted by Bette Wordelman, Chief Forbes, Nick Edwards and Chief Poeschl v

# Outline

- Completion of the Structural Committee Work
- Work of the Transition Committee
- Committee Recommendations
- Implementation Steps



Project: Comp_Plan Date: Fri 11/9/18	Task	Inactive Task	Manual Summary Rollup	External Milestone	Milestone
	Split	Inactive Milestone	Manual Summary	Deadline	Progress
	Milestone	Inactive Summary	Start-only	Progress	Manual Progress
	Summary	Manual Task	Finish-only	External Tasks	
	Project Summary	Duration-only			



# Completion of Structural Team Work

- Consolidated similar positions across the city
- Completed the review of market data
- Finalized the positions within their Family and Band
- Assigned the midpoints for all Bands
- Created the Base and Maximum using the 20% width recommended by the Transition Committee.

# Completion of Structural Team Work

- Reconsideration of placement:
  - Staff were given the opportunity to discuss position placement with their Director.
  - Time was set aside for staff to meet with the Structural Committee to explain potential errors.
  - 11 appeals were heard by the committee (7 resulted in adjusting market data.)
  - 4 appeals were not identified as issues, based on market data and position evaluation.

# Transition Team Work

- The Transition Team meet to make recommendations on how to implement the allocated dollars.
- Evaluated numerous options based:
  - Tenure
  - Experience
  - Time in position
- Worked to maximize the impact for all staff while recognizing all of the above listed factors

# Transition Team Work

- The Transition Team was comprised of members from all departments.

**Participants included:** Jon Haley, Patty Sanderson Tanisha Artis, Joe Frogge, Daniel White, Fred Lane, George Binger III, Kara Taylor, Nigel Woodberry, Jeff Thorn, Craig Gentry, Josh Roach, Sid Marlow, Steve Marsh, Sherri Staub, Mark Stinson, Ron Johnson Amy Wood, Ryan Elam, Dan Harper, Brian Head, lead by Anita Dickey

# Committee Recommendations:

- The Structural Committee recommends the following:
  - Adoption of the Job Families/Bands principal of position classification.
  - Adoption of the Job Family/Band based Classification and Pay Plan included in the packet.



# Committee Recommendations:

- Transition Team recommends the following in this order
  1. An across the board 5% cost of living adjustment for all Core General Staff.
  2. Anyone not at the minimum will then be moved to the minimum of their new band
  3. Remaining funds utilized for a longevity increase to acknowledge tenure and compression.

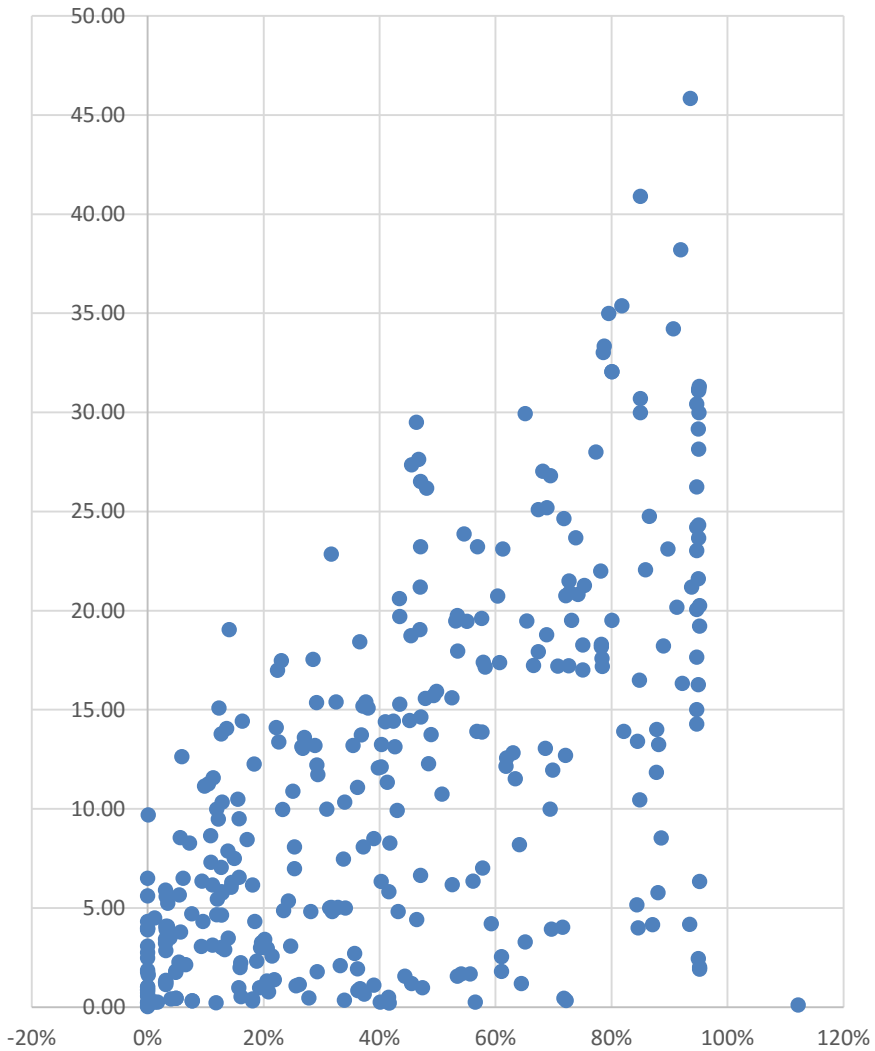
# Implementation Steps

- Adjustments will be made on longevity as of 11/1/2018
- All three increases will be implemented on 1/26/2018
- Employees hired after 11/1/18 will be hired with new ranges in mind and therefore not eligible for the 1/26/2018 increase

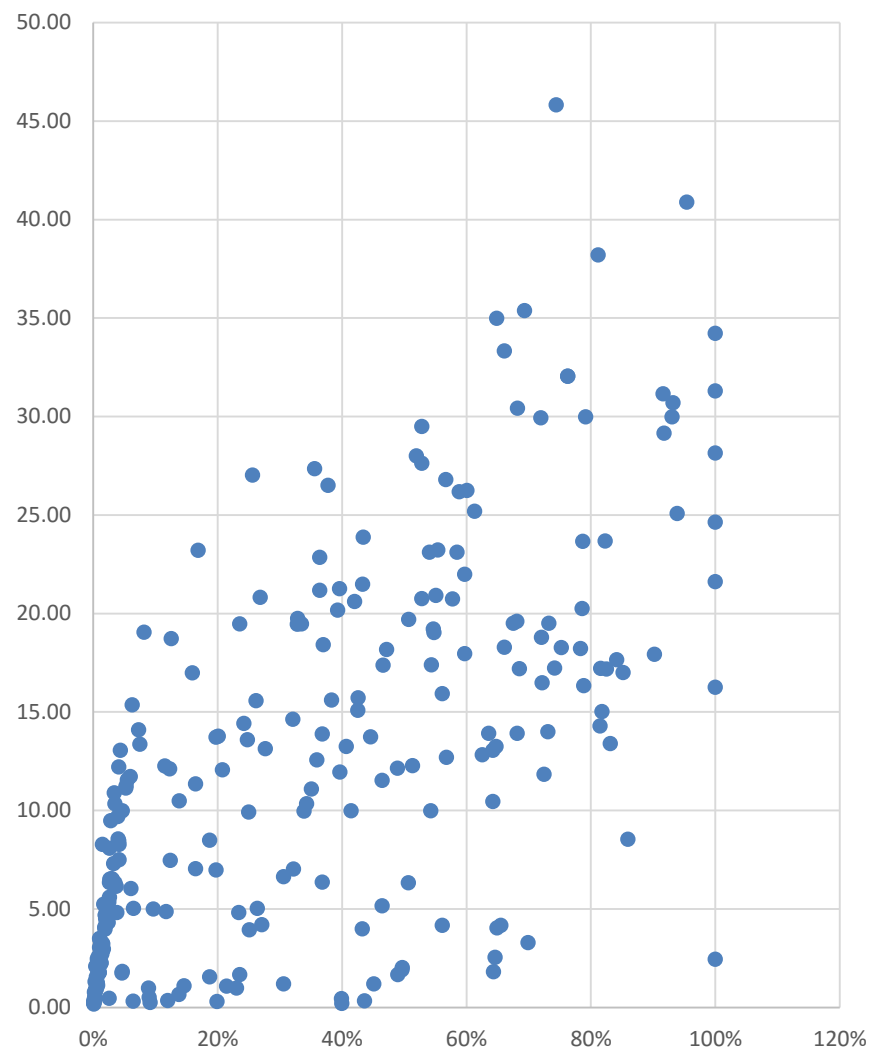
# Review

- All employees will be paid in the market range for their position
- A job offer has been extended to the new Compensation and benefit Analyst
- All Core General Employees will be given a increase in pay
- No employees will be paid over the maximum salary for any position

Existing Penetration vs Years of Service

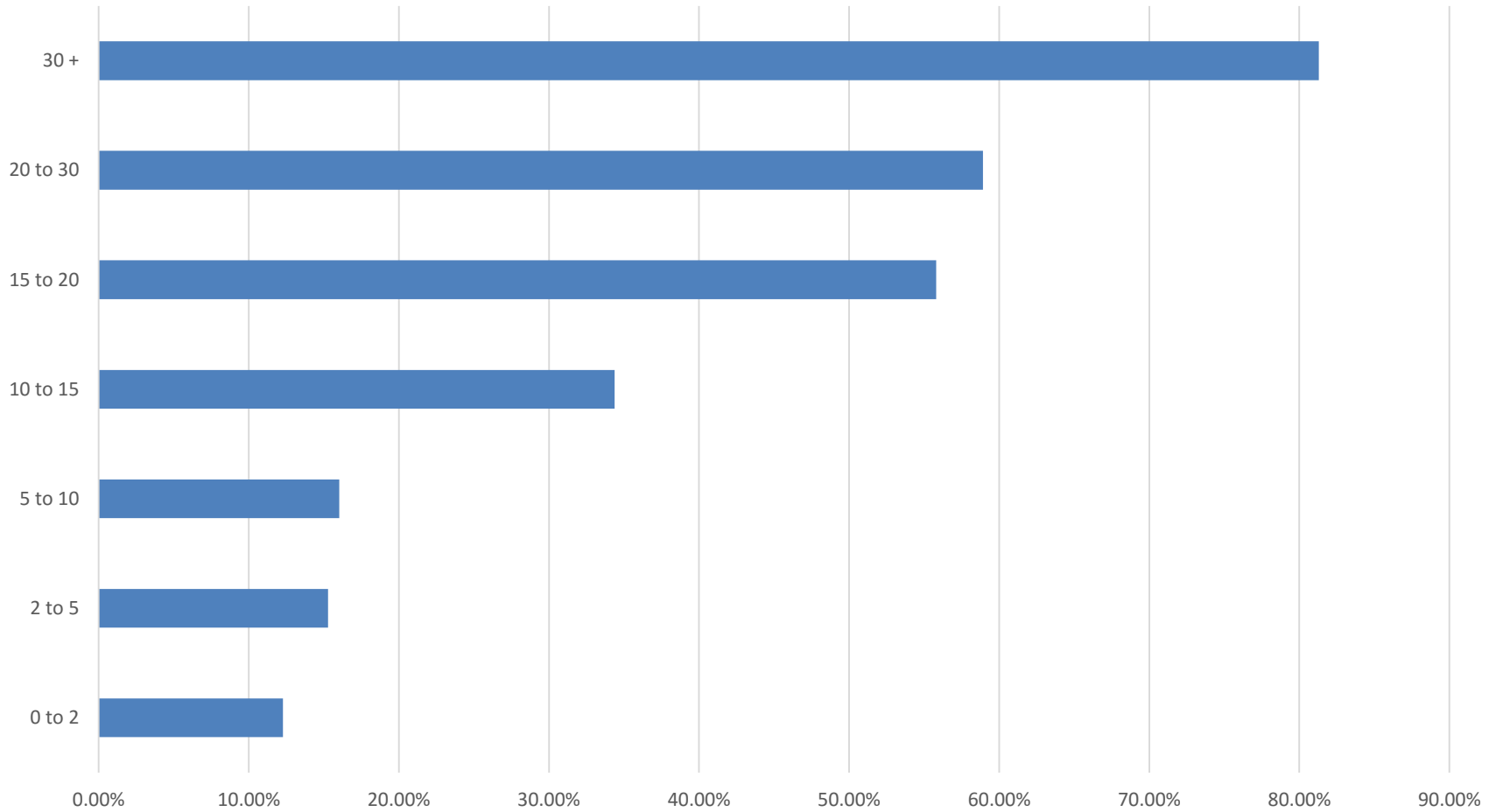


Years of Service vs. Range Penetration



# Review

Average Range Penetration vs Years of Service



# Summary

- Staff consulted throughout the process
- Utilized clean, consistent data and market tools
- Allowed employees to review and discuss any issues with their position placement