

Aitkin County Board of Commissioners
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 11/21/2012

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Salaried & Professional Group Recommendations

Requested Meeting Date: 11/27/2012 Estimated Presentation Time: 15

Presenter: Patrick Wussow or Bobbie Danielson

Type of Action Requested (check all that apply)

- For info only, no action requested
- For discussion only with possible future action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute
- Approve under Consent Agenda
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) _____

Fiscal Impact (check all that apply)

The salary/wage increases were included in 2011, 2012, and are in the 2013 preliminary budget.

Is this item in the current approved budget? Yes No _____ (attach explanation) Noted above.

What type of expenditure is this? Operating Capital Other (attach explanation)

Revenue line account # that funds this item is: _____

Expenditure line account # for this item is: Numerous salary and fringe benefit accounts, General, R&B, & HHS Funds

Staffing Impact (Any yes answer requires a review by Human Resources Manager before going to the board)

Duties of a department employee(s) may be materially affected. Yes No

Applicable job description(s) may require revision. Yes No (policy update)

Item may impact a bargaining unit agreement or county work policy. Yes No

Item may change the department's authorized staffing level. Yes No

BJD
HR Review

Supporting Attachment(s)

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) Estimate of the Increase by employee

Provide (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

TO: Aitkin County Board of Commissioners

FROM: Patrick Wussow, County Administrator
Bobbie Danielson, HR Manager

RE: S&P Group Recommendations 2011-2013

DATE: November 20, 2012

Background

The County's Negotiations Committee met with representatives of the Salaried & Professional group on January 25, 2011, September 21, 2012, and November 15, 2012 to meet and confer and exchange views and ideas. Informal communications also took place in between meetings. The Committee's proposals have all been in keeping with the directive from the County Board for all employee groups to have a soft freeze plus steps/merit and negotiate a flat dollar amount on health insurance.

In January 2011, the Negotiation committee exchanged proposals with representatives of the S&P group, after additional discussion, both parties agreed that we were far apart. The parties agreed to wait and see how negotiations proceeded with the bargaining units before meeting again. Subsequently, the Teamsters licensed essential bargaining unit settled in May 2011 at 0% general adjustment, plus steps, for 3 years (2011-2013), and the agreement included a flat dollar employer contribution on Teamsters health insurance premiums. Four additional agreements were entered into with other bargaining groups for the years 2011 and 2012. Finally negotiations continue for the AFSCME groups and new negotiations have started for 2012 reopeners (for specific groups) and 2013 & 2014 for 49er's.

The following salary adjustment is recommended effective January 1 of each year (2011-2013): Each S&P employee shall receive a base pay merit increase of 1.8% to their current wage for satisfactory performance or above, up to the maximum of the applicable salary range. An employee's salary may not exceed the range maximum. (Note, S&P is a meet and confer group, the negotiating committee is not proposing a signed agreement. the S&P group does not agree with the recommendation of the negotiating committee)

How was the 1.8% arrived at? The intent was to provide the S&P group members a 2011-2013 salary increase of **no more than and no less than** the average wage increase provided to collective bargaining unit members. The 1.8% merit increase equals the average step increase granted to employees who are covered by collective bargaining agreements (2011-2013 step increases). The pattern settlement of 0% plus

The S&P group requested reclassification pay language. The County agrees to add reclassification pay language that results in at least a \$0.75 per hour increase. (This matches the reclassification pay amount the County has tentatively agreed upon with an AFSCME bargaining unit.)

The employer's contribution towards health insurance premiums and VEBA/HSA contributions were discussed. The S&P group requests to continue following the AFSCME contract for health insurance purposes. The County requested and shared its view on health insurance, including a flat dollar employer contribution on health insurance premiums and added VEBA/HSA incentive dollars for employees who elect coverage on the HDHP or VEBA 80, instead of the VEBA 100 plan. The County agrees to the S&P group's request to continue following the AFSCME contract for health insurance purposes.

The S&P group requested a step by step grievance procedure with grievances being settled by a third party rather than by the County Board. The County does not agree to this request. An added personal leave day was also requested, but not agreed to. Other miscellaneous updates are noted in the attachment.

Action Requested

Motion to adopt the attached S&P Compensation Guidelines as proposed.

Aitkin County
Salaried and Professional Compensation Guidelines
Effective January 1, 2011 through December 31, 2013

[insert logo]

A G R E E M E N T

_____ between

_____ **COUNTY OF AITKIN, MINNESOTA**

_____ and

_____ **SALARIED**
_____ **AND PROFESSIONAL STAFF**

_____ **JANUARY 1, 2010 – DECEMBER 31, 2010**

~~**AITKIN COUNTY SALARIED AND PROFESSIONAL STAFF AGREEMENT**~~

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Aitkin County Salaried & Professional Staff Agreement 1/01/2010-12/31/2010
Compensation Guidelines 1/1/2011 – 12/31/2013

These compensation guidelines, including fringe benefits, for Salaried and Professional employees were approved by the Aitkin County Board of Commissioners, hereinafter referred to as the "Board", on November 27, 2012. The job classifications covered by these compensation guidelines are listed in Appendix B.

~~Entered into by and between the Aitkin County Board of Commissioners, hereinafter referred to as the "Board", and permanent salaried and professional employees (except elected officials, employees represented by another agreement, and other employees who have elected not to be included or who are not appropriately included) hereinafter referred to as the "employees".~~

~~This agreement shall continue in full force and effect from January 1, 2010 to December 31, 2010 and from year to year thereafter unless either party hereto shall give notice sixty (60) days prior to the annual expiration date of a desire to terminate or amend said agreement.~~

PURPOSE

It is the intent and purpose of the parties hereto that ~~this Agreement~~these guidelines shall promote and ensure a spirit of confidence and cooperation between the Board and its employees, set forth the general policy of the Board on personnel and procedure, and establish uniform and equitable rates of pay and hours of work.

Race, creed, color, sex, disability, religious or political belief, sexual orientation, or other factors not pertinent to performance, shall not be considered in hiring, placement, promotion, salary determination or other terms of employment.

SALARY

Salaries will be based upon the County Board adopted compensation schedule referred to in Appendix A. Job ~~Grades~~classifications are shown in Appendix B. Salary increases will take effect January 1st of each year for all positions.

Effective January 1, ~~2010~~2011 through December 31, 2013, there will be a 0% general adjustment ~~of 3.0 percent~~ to the County Board adopted compensation schedule. The salary range will include a mathematical midpoint.

On January 1, ~~2010-2011~~, each employee shall receive a base pay merit increase of 1.80% general adjustment of 3.0 percent to their current wage for satisfactory performance or above, up to the maximum of the applicable salary range. An employee's salary may not exceed the 2011 range maximum.

On January 1, ~~2010-2012~~, each employee shall receive a base pay merit increase of 1.80% to their current wage for satisfactory performance or above, up to the maximum of the applicable salary range. An employee's salary may not exceed the 2012 range maximum.

On January 1, 2013, each employee shall receive a base pay merit increase of 1.80% to their current wage for satisfactory performance or above, up to the maximum of the applicable salary range. An employee's salary may not exceed the 2013 range maximum.

~~the employee will receive a subsequent adjustment in salary based upon an annual performance~~

~~Aitkin County Salaried & Professional Staff Agreement 1/01/2010-12/31/2010~~
Compensation Guidelines 1/1/2011 – 12/31/2013

~~evaluation as indicated in Appendix C which may be given up to the maximum of the applicable salary range. An employee's salary may not exceed the range maximum.~~

Upon completion of five (5) years of service and receipt of a satisfactory or higher Annual Performance Evaluation, the minimum pay for each position shall be the midpoint of the salary range. Qualified staff presently receiving pay at less than midpoint shall receive the adjustment of pay to midpoint value starting the year following the completion of the 5th year of service in their current position. In order to qualify for the midpoint value, the individual must achieve a satisfactory Annual Performance Appraisal.

RECLASSIFICATION PAY

A FLSA non-exempt employee whose job classification is upgraded will be placed in the new pay range that results in at least a \$0.75 per hour increase. A FLSA exempt employee whose job classification is upgraded will be placed in the new pay range that results in at least a \$1,560.00/year increase (pro-rated if reclassification occurs mid-year).

WORK HOURS

The normal hours of work for all ~~Aitkin County salaried and professional staff employees~~ is eight (8) hours per day and forty (40) hours per week. It is expected that all salaried and professional staff will provide service necessary to carry out the functions of their position. This includes weekends and nights as required.

Exempt employees are those who are exempt from the overtime and minimum wage requirements of the FLSA. Exempt employees are not eligible for overtime compensation or accrual of compensatory time.

All non-exempt employees are eligible for overtime compensation at the rate of one and one-half (1-1/2) times their regular base wage for hours worked in excess of forty (40) hours per work week. All overtime hours must be approved in advance by the Supervisor.

Flexible hours for non-exempt staff may be arranged with the Supervisor.

HOLIDAYS

Full-time (probationary and non-probationary) employees shall be entitled to the following paid eight (8) hour holidays:

New Year's Day
President's Day
4th of July
Veteran's Day
Friday after Thanksgiving

Martin Luther King Day
Memorial Day
Labor Day
Thanksgiving Day
Christmas Day

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When any of the above named holidays fall on a Sunday, the following day shall be observed as the holiday. When the holiday falls on a Saturday, it shall be observed on the preceding Friday.

Part-time (probationary and non-probationary) employees employed 20 or more hours per week on average shall be entitled to holiday pay on a pro-rated basis.

PAID TIME OFF (PTO)

Employees will receive PTO that will accrue on a per payroll period basis.

Full-time employees PTO benefits shall be ~~be~~ accrue PTO benefits d based on the following table:

Annual Completed Years of Service	Rate of Accumulation PTO Days per Month	Annual Days of PTO
0	1.75	21
3	2.00	24
5	2.25	27
10	2.50	30
15+	2.75	33

Employees who have used at least twelve (12) PTO days in the previous twelve-month period may elect pay in lieu of PTO for up to ten (10) days once in any calendar year.

Employees may not accrue more than 34 days at any time.

Upon separation of service, the employee will be paid for any unused PTO up to the maximum accrued amount.

Employees are allowed to transfer any accrued PTO over the maximum accrual amount to the sick leave bank where there is no severance payment upon separation of service. At no time can the sick leave bank exceed 720 hours. PTO that has been transferred to the sick leave bank can only be used in accordance with the sick leave provisions.

Part-time employees who are employed 20 or more hours per week on average shall be entitled to PTO benefits on a pro-rated basis.

PERSONAL LEAVE

Full-time (probationary and non-probationary) e ~~e~~ employees shall be granted four (4) personal leave days (32 hours) each year. Such leave shall not be cumulative, and shall be granted on a pro-rated basis. Personal leave days are separate from the PTO and LTD provisions in this agreementthese guidelines.

Part-time (probationary and non-probationary) employees employed 20 or more hours per week on average shall be entitled to personal leave on a pro-rated basis.

ADDITIONAL PAY AND BENEFITS

The Human Resources Department or a designated representative and the Department Head will review and evaluate the experience and qualifications of the applicants for a position in professional staff and will assign experience credit deemed reasonable. This will be the starting salary proposed to the County Administrator for approval of the applicant. Any special benefits or conditions of employment negotiated with an individual employee prior to this contract, or as a condition of employment, shall be in addition to the rights and benefits covered by ~~this Agreement~~ these guidelines.

PROBATIONARY PERIOD

All newly hired or promoted employees will be on a probationary period for six (6) calendar months, ~~based on 2080 hours~~ unless specified otherwise by statute. Employment may be terminated for any reason during this period.

CONTINUING EDUCATION

Continuing education will be established in conjunction with the individual's Performance Appraisal and utilized to improve performance in the current position and/or prepare the employee for advancement within County Government. This will be in addition to training required to maintain licenses and certifications. Training expenses may be paid by the County as outlined below.

EDUCATIONAL TUITION

The cost of participation in formalized courses of study will be reimbursed to an employee who has permanent status in the amount equal to one-third (1/3) of the tuition cost provided:

1. That the employee satisfactorily completes the course and receives either a "P" in a Pass/No Pass course, or at least a "C" in an A-F course.
2. That the employee remains in the employment of Aitkin County for a period of time equivalent to the length of the course following completion of the course.
3. That the course be approved by the County Board prior to taking the course.

SICK LEAVE

Sick leave benefits are intended solely to provide income protection in the event of illness or injury of an employee or family member; family member as defined in the Family Medical Leave Act. Full time employees who were hired prior to January 1, 2005 shall receive 480 hours (60 working days) as a sick leave bank that can be used immediately. Employees are allowed to accumulate up to a maximum of 720 hours (90 working days) of sick leave. Upon separation, employees shall not be paid for any unused sick leave.

LONG TERM DISABILITY

Aitkin County Salaried & Professional Staff Agreement 1/01/2010-12/31/2010
Compensation Guidelines 1/1/2011 – 12/31/2013

The County shall provide Long Term Disability Insurance for all ~~salaried and professional full-time~~ employees covered by these guidelines based on current salaries. Said insurance shall take effect for new employees upon completion of the Probationary Period. LTD monthly premiums will be paid by the employees via payroll deduction. Employees whose annual wages are below the maximum salary range will be reimbursed for the monthly premium. Employees whose annual wages are at the maximum of the salary range shall not be reimbursed for the monthly premium and instead shall receive 1 personal day per year, provided that their wage remains at the maximum of the salary range. Said personal day shall be separate from vacation and PTO and shall not be cumulative.

JURY DUTY

The County will pay the employee's full, regular salary, and benefits while serving time on jury duty. Employees must reimburse County per diem salary paid for jury duty. Employees shall keep expenses reimbursed to them by the court for jury duty service. If employee is excused from jury duty, and not on vacation or leave, employee shall report back to work and suffer no loss in pay for the day.

LEAVE OF ABSENCE

An employee requesting a leave of absence other than Family & Medical Leave shall apply for same in writing to the County ~~Board Administrator~~ for their approval. The request shall include the length of leave requested and the reason for said leave.

Employees who are on a leave of absence shall receive no pay or benefits as apply to holidays, vacations, etc. but shall accrue longevity for a period of thirty (30) working days, per leave.

Leaves of absence of ten (10) work days or less may be approved by the employee's Department Head ~~or County Administrator~~. Leaves of absence of more than ten (10) work days are subject to approval by the ~~Board~~ County Administrator, ~~and shall be submitted for Board consideration at the next regularly held board meeting after the leave of absence request is made.~~

FRINGE BENEFITS

County benefits include Life Insurance, Major Medical Health Insurance, Long Term Disability Insurance, and Liability Insurance. All ~~salaried and professional staff~~ employees covered by these guidelines who are employed for thirty (30) hours or more per week shall be eligible for County Fringe Benefits.

Voluntary group benefits, including dental insurance, short-term disability insurance, and long term care insurance are also available at the employee's own expense for those who work thirty (30) hours or more per week.

HEALTH INSURANCE

Health insurance coverage will be provided in accordance with the County's insurance policy.

~~Aitkin County Salaried & Professional Staff Agreement 1/01/2010-12/31/2010~~
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The employee and employer contributions shall be established by the County Board and calculated in the same manner as defined in the agreement between Aitkin County and AFSCME Council 65.

All eligible employees will receive a County VEBA contribution prorated on a quarterly basis for all quarters in which work is performed.

The County's VEBA account contribution shall be made as part of the first warrant cycle of the year. In the event that an employee leaves employment for any reason other than death, the employee shall be required to reimburse the County for the VEBA contribution prorated on a quarterly basis for any full quarter that remains. The County shall have the right to deduct this amount from the employee's final paycheck.

Employees may elect to receive the county's VEBA contribution on a quarterly basis as a part of the first warrant cycle of the quarter rather than on a yearly basis by submitting a written request to the Auditor's office. Said election must be made prior to the start of the plan year. If an employee has eligible expenses that exceed the County's year to date deductible contribution, the employee may request advance payment up to the remainder allocation for the plan year.

LIFE INSURANCE

The County Board agrees to provide and pay for a life insurance policy of \$15,000 for all full-time employees, and to provide life insurance coverage in the amount of \$10,000 for their spouses and dependents to age 19.

DISCIPLINARY ACTION

The progressive disciplinary system will be used as defined by Aitkin County's Disciplinary policy. The severity of the infraction will dictate the level of the first action taken, which may include, but not be limited to, verbal reprimand, written reprimand, demotion, suspension or termination.

TERMINATION

If a Department Head elects to terminate employment, at least twenty (20) working days notice shall be given. All other employees who elect to terminate employment shall give at least fifteen (15) working days notice.

An employee may be temporarily suspended or immediately terminated by the Board for just cause. The employee shall be notified of the action and the reason in writing at the time of the suspension or termination. If the employee feels that he or she has been suspended or terminated without just cause or that the period of suspension was unwarranted, the employee shall have the right to appeal under the grievance procedure, provided that objection is made in writing within ten (10) working days of written notice of the suspension or termination. If it is determined the suspension or the termination was without just cause, the County Commissioners shall order the appropriate remedial action.

GRIEVANCE PROCEDURE

A grievance may be filed when the affected employee takes issue with a written reprimand or any disciplinary action greater than a written reprimand. Grievances of the salaried and professional staff shall be submitted in writing to the Human Resources Manager. All grievances must be filed within ten (10) working days of the receipt of the written notice of the disciplinary action, suspension or termination by the employee. Grievance shall be heard and considered by the County Commissioners or designated representative no more than thirty (30) working days after the filing of the grievance. If either party calls in a representative, the other party must be notified seventy-two (72) hours prior to the meeting. A majority decision of the Aitkin County Commissioners shall be final and binding upon both parties and such decision shall be rendered in writing within (30) thirty working days after the grievance hearing.

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~~IN WITNESS WHEREOF~~, the parties hereto have hereunto set their hands:

~~Chairperson of the Aitkin County Board of Commissioners~~ _____ ~~Date~~

~~County Administrator Aitkin County~~ _____ ~~Date~~

~~Representative – Salaried/Professional Staff Aitkin County~~ _____ ~~Date~~

~~Representative – Salaried/Professional Staff Aitkin County~~ _____ ~~Date~~

Aitkin County Salaried & Professional Staff Agreement 1/01/2010-12/31/2010
Compensation Guidelines 1/1/2011 – 12/31/2013

APPENDIX A

SALARY SCHEDULE

~~Salaried and Professional staff~~ Employees covered by these compensation guidelines shall receive an annual salary as approved by the Aitkin County Board of Commissioners. ~~The salary schedule will be reviewed annually by the Board of Commissioners as part of the budgeting process.~~ This schedule is based on a forty (40) hour workweek.

Effective 1/1/2011 through 12/31/2013

<u>2010</u>Grade	Minimum	Midpoint	Maximum
G	\$68,011.33	\$95,328.44	\$122,645.54
H	\$63,640.42	\$89,221.60	\$114,802.77
I	\$56,412.69	\$79,084.59	\$101,756.49
J	\$49,253.14	\$69,015.76	\$88,778.39
K	\$43,707.33	\$61,242.54	\$78,777.75
L	\$39,525.25	\$55,435.35	\$71,345.45
M	\$35,752.28	\$50,116.83	\$64,481.38
N	\$32,683.90	\$45,787.01	\$58,890.12
O	\$30,115.55	\$42,195.87	\$54,276.19
P	\$27,729.04	\$38,843.39	\$49,957.73
Q	\$26,047.11	\$36,513.69	\$46,980.27
R	\$24,887.95	\$34,865.86	\$44,843.77
S	\$23,660.60	\$33,161.21	\$42,661.81
T	\$22,546.90	\$31,638.38	\$40,729.87
U	\$21,592.28	\$30,286.02	\$38,979.75
V	\$20,751.33	\$29,070.04	\$37,388.74
W	\$20,205.83	\$28,331.35	\$36,456.87

APPENDIX B

<u>JOB TITLE</u>	<u>JOB GRADES CLASSIFICATIONS</u>	<u>HAY GRADE</u>
CONFIDENTIAL SECRETARY, SHERIFF'S OFFICE		P
*MAINTENANCE SUPERVISOR (BT)		O
COMPUTER SPECIALIST		ON
COMPUTER SPECIALIST/PROGRAM COORDINATOR		O
ADMINISTRATIVE ASSISTANT (CONFIDENTIAL), ROAD & BRIDGE		O
CRIME VICTIM COORDINATOR		O
OFFICE SUPPORT SPECIALIST, SR., HHS		O
COMPLIANCE OFFICER/WETLAND SPECIALIST		N
HUMAN RESOURCES SPECIALIST		N
ACCOUNTANT, ROAD & BRIDGE		M
ASST. HWY. MAINT. FOREMAN		M
ENVIRONMENTAL HEALTH SPECIALIST		M
FINANCIAL ASST/ELECTIONS ADMIN, AUDITOR'S OFFICE		M
FISCAL SUPERVISOR, HHS		L
HEALTH EDUCATOR		M
OFFICE MANAGER/PARALEGAL		M
VETERAN SERVICE OFFICER		M
*HWY. MAINTENENCE FOREMAN (BZ)		L
ASST. COUNTY ASSESSOR		L
**ASST. LAND COMMISSIONER (BJ)		L
ASST. ZONING ADMINISTRATOR		L
**ECONOMIC DEV/FOREST IND. COORD (RW)		L
FINANCIAL SUPERVISOR, HHS		L
GIS COORDINATOR		L
HUMAN RESOURCES MANAGER		L
INSTRUCTION COORDINATOR, LLCC		L
LAND SURVEY COORDINATOR		L
MIS COORDINATOR IT DIRECTOR		L
PROJECT MANAGER		L
*PUBLIC HEALTH SUPERVISOR (CB)		K
*SOCIAL SERVICE SUPERVISOR (ST)		K
SOCIAL SERVICE SUPERVISOR (SC)		K
**EXECUTIVE DIRECTOR, LLCC (TR)		K
<u>BUSINESS & MARKETING MANAGER, LLCC</u>		<u>L</u>
SUPPORT & COLLECTIONS SPEC		K
ASSISTANT COUNTY ATTORNEY		J
ASSISTANT COUNTY ENGINEER		J
COUNTY ASSESSOR		J
ENVIRONMENTAL SERVICE DIRECTOR		J
*LAND COMMISSIONER (MJ)		J
*SR. ASSISTANT COUNTY ATTORNEY (LR)		I
*COUNTY ENGINEER (JW)		H
*HHS DIRECTOR (TB) See T. Burke individual contract.		H

E = Exempt

N = Non-exempt

* indicates individuals who withdrew from ~~this agreement~~ the S&P group.

APPENDIX C

**AITKIN COUNTY
SALARY ADMINISTRATION GUIDE CHART
Effective 1/1/2010**

PERFORMANCE LEVEL					
<u>UN</u>	<u>DN</u>	<u>S</u>	<u>VG</u>	<u>O</u>	
Merit Increase	0	0	1.0%	1.5%	2.0%

PERFORMANCE LEVELS:

~~UN = Unsatisfactory~~

~~DN = Development Needed~~

~~S = Satisfactory~~

~~VG = Very Good~~

~~O = Outstanding~~

~~Performance Appraisals will be completed prior to the employee's probationary period and completed on an annual basis thereafter.~~

~~No merit increases shall be given to a permanent employee for a performance level rating of unsatisfactory or development needed, until the employee meets the satisfactory performance level through a developed improvement plan.~~

(FILE NOTE: This page is omitted only for the 2011-2013 duration.)