



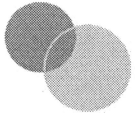
Board of County Commissioners Agenda Request

2R
Agenda Item #

Requested Meeting Date: May 14, 2024

Title of Item: Personnel Committee Recommendations

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Bobbie Danielson	Department: HR	
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: The consultant recommends a one grade increase for the following job classifications. Assistant County Attorney I (from grade 11 to 12) Assistant County Attorney II (from grade 13 to 14) Assistant County Attorney III (from grade 15 to 16) Sr. Assistant County Attorney (from grade 17 to 18) Personnel policy provides \$1.00 or 5% increase upon reclassification, not to exceed the scale max. Total annual cost is estimated to be: \$18,985.93 (effective 5/14/2024, 33 weeks in 2024, \$12,048.76)		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve Personnel Committee recommendations.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



DDA

Human Resources, Inc.
a David Drown Associates Company

TO: BOBBIE DANIELSON, HUMAN RESOURCES DIRECTOR
FROM: DR. TESSIA MELVIN, DDA MANAGEMENT CONSULTANT
DATE: APRIL 24, 2024
SUBJECT: COUNTY ATTORNEY OFFICES RECLASSIFICATION

After review of the current job descriptions and the County's current system, I would evaluate the following positions:

Senior Attorney from Grade 17 to Grade 18

Attorney III Grade 15 to Grade 16

Attorney II Grade 13 to Grade 14

Attorney I Grade 11 to Grade 12

These changes are based on the increased accountability and impact on end results.

Dr. Tessia Melvin, DDA Management Consultant

tessia@daviddrown.com

- (e) Employees whose job classification is upgraded, within the DBM classification system, will be placed in the new pay range in accordance with Article IV, Section B, Job Re-evaluation.

Section B. Job Reclassification, Promotion Pay, and Demotion

Employees who move to a position of a higher grade shall receive a minimum increase of 5% or \$1.00 per hour (whichever is greater), not to exceed the maximum, or be less than the minimum rate, and will be placed into the range of the new pay grade.

An employee who is demoted to a lower paid classification will be placed into the lower classification at the same percentile of the scale. Thereafter, the employee will receive within range movement as provided for by policy. (For example: a Grade 6 employee who is paid 25% higher than the Grade 6 minimum will move to the Grade 5 classification and be paid 25% higher than the Grade 5 minimum.)

OPEN RANGE SCALE FOR JANUARY 1, 2024

Grade	MIN	MAX	MIN	MAX
	FLSA Non-Exempt		FLSA Exempt	
21	\$ 54.90	\$ 75.87	\$ 114,184.04	\$ 157,803.32
20	\$ 52.94	\$ 73.15	\$ 110,117.23	\$ 152,157.37
19	\$ 50.98	\$ 70.44	\$ 106,046.60	\$ 146,512.62
18	\$ 49.03	\$ 67.72	\$ 101,975.98	\$ 140,867.87
17	\$ 47.07	\$ 65.01	\$ 97,905.35	\$ 135,223.12
16	\$ 45.11	\$ 62.30	\$ 93,834.73	\$ 129,578.37
15	\$ 43.16	\$ 59.58	\$ 89,764.10	\$ 123,933.62
14	\$ 41.20	\$ 56.87	\$ 85,693.48	\$ 118,288.87
13	\$ 39.24	\$ 54.16	\$ 81,622.85	\$ 112,644.12
12	\$ 37.28	\$ 51.44	\$ 77,552.23	\$ 106,999.37
11	\$ 35.33	\$ 48.73	\$ 73,481.61	\$ 101,354.62