

**COUNTY PERSONNEL COMMITTEE MEETING  
MAY 11, 1994, 2:00 P.M.**

**PRESENT:** Tom Bacote  
          Johnnie Evans  
          Danny Higgins, Deputy County Attorney  
          Pat Jones, Personnel Director  
          Rhonda R. Davis, Deputy Clerk  
          Press

**ABSENT:** Juanita Gonzalez

**AGENDA ITEMS**

1. Discussion of Alternate Plans for Recognizing and Compensating County Employees.

Pat Jones, presented a handout outlining four options developed for preliminary discussions. She stressed these options only covered basic concepts and features of the plans and did not include all details required for implementation. She began reviewing option one and presented the county's '93-'94 pay plan.

Commissioner Evans questioned the longevity process.

Ms. Jones explained that longevity is a lump sum payment to an employee who has worked for the county ten consecutive years. The payment is a certain percentage based on the employee's salary as of June 30th of the particular year and the years of service.

Ms. Jones also explained that an employee cannot move from one step to the next unless they receive a merit increase. She noted this plan was developed by the Institute of Government and is the county's first pay plan. She also noted that a lot of jurisdictions are getting away from this plan.

Commissioner Evans asked if the board approves a 50% merit increase for each department, how much could an employee be moved in the step process in one year.

Ms. Jones advised an employee can only be moved one step under a merit pay increase. She also noted there is no set way to determine which employee should receive a whole step and which one should receive a half step.

Commissioner Bacote asked questions concerning the reclassification of certain positions.

Ms. Jones advised reclassifications of positions occur when a job or the duties of a job are changed. A merit increase comes into play for the employee whose job has not changed but is doing an outstanding job. The system proposed under option one would establish a hiring rate below the minimum salary. This plan would

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assist in spreading out the number of employees between the minimum and maximum salary range for that particular position. This option would also eliminate the current longevity program as it currently exists. Lapsed salaries will be generated from the hiring of persons below the <sup>hiring rate</sup> minimum salary and would help to fund this plan. Currently, lapsed salaries are being generated at a rate of 2.5%.

Commissioner Evans asked how this option would affect recruiting and retaining employees as these are the two critical issues.

Pat Jones stated changes would be made as necessary in salaries by way of reclassifications based on labor market data.

**MOTION:** Commissioner Evans offered a motion to take these four options under advisement to allow time for review and to bring this item back to the Personnel Committee at a special called meeting for further discussion.

**SECOND:** Commissioner Bacote

**DISCUSSION:** Ms. Jones stated she has discussed these options with Mr. Strassenburg. He will be suggesting an alternative plan for employee compensation for the next fiscal year and then ask the board to consider these options for fiscal year '95-'96.

Commissioner Bacote stated the committee members will review the options and ask any questions they may have.

**VOTE:** UNANIMOUS

Meeting adjourned at 3:04 PM.