

SEMINOLE COUNTY GOVERNMENT AGENDA MEMORANDUM

SUBJECT: Compensation and Benefits Study Implementation

DEPARTMENT: Human Resources DIVISION: _____

AUTHORIZED BY: Janet Davis CONTACT: Marie Fox EXT. 7940

Agenda Date 05-23-06 Regular Consent Work Session Briefing
Public Hearing – 1:30 Public Hearing – 7:00

MOTION/RECOMMENDATION:

Motion by the Board of County Commissioners to:

- Adopt the Pay and Classification Plan;
- Approve funding (\$3,500,000) for implementation of solutions for the overall compensation plan effective October 1, 2006.

BACKGROUND:

Effective October 1, 2005, the Board authorized a compensation and benefits study to be conducted. A Request for Proposal (RFP) 4264-05/BJC was done and on December 16, 2005 Evergreen Solutions, LLC was selected to provide the service.

The following items have been completed:

- (1) Employee orientation sessions;
- (2) Focus group meetings with departments and divisions;
- (3) Completion of the Job Assessment Tool (JAT);
- (4) External salary and benefits survey;
- (5) Follow-up meetings with the management team;
- (6) Recommended Pay and Classification Structure; and
- (7) Recommended Solutions for implementation.

On May 9, 2006 a summary of findings and recommended solutions was presented by Dr. Jeffrey Ling, Evergreen Solutions, LLC.

Reviewed by:
 Co Atty: _____
 DFS: _____
 Other: _____
 DCM: _____
 CM: _____

File No. RHR 43

BOARD DIRECTION:

At the May 9, 2006 BCC meeting, the Board directed that:

- (1) An amended Pay and Classification Plan to address the lowest pay band minimum and maximum and poverty level be presented;
- (2) A performance evaluation study be incorporated into the current RFP with Evergreen;
- (3) The County Attorney and County Manager's positions be unclassified in the Pay and Classification Plan as their salaries are negotiated;
- (4) The issue of salary compression be addressed and solutions recommended as part of implementation plan;
- (5) Feasibility of contracted employees through consulting firms to address department needs for hard to fill positions be reviewed;
- (6) Analysis of recent re-organizations on pay bands and compensation be provided;
- (7) An assessment of sign on bonuses be provided; and
- (8) The implementation plan be provided for the Compensation and Benefits Study.

Attachment: Back-up documentation will be provided to the Board of County Commissioners on Tuesday, May 23, 2006, at the BCC Meeting.