



Agenda Item Summary

File #: 23-00581

Agenda Date: 9/26/2023

Agenda Item Name:

Fiscal Year (FY) 2023 – 2024 Pay Plans for Bargaining (LIUNA), Guardian Ad Litem, Non-Bargaining, Senior Management-FRS County At Will, and Supervisor of Elections and Employee Increases.

Presenter:

Heather Akpan, Human Resources Director, Human Resources, 352-337-6165

Description:

Request approval of the Fiscal Year 2023-2024 updates to the Pay Plans.

The minimum hourly pay rates for all pay grades on the Senior Management-FRS County At Will (CAW) pay plan will increase by 4% and the maximum hourly pay rates for all pay grades on the Senior Management-FRS County At Will (CAW) Pay Plan will increase by 6%.

The minimum hourly pay rates for pay grades 2 - 8 on the Bargaining (LIUNA), Non-Bargaining and Guardian Ad Litem Pay Plans will increase by \$1.00 (one dollar) and the maximum hourly pay rates will increase by 6%; the minimum hourly pay rates for pay grades 9 and above on the Bargaining (LIUNA), Non-Bargaining and Guardian Ad Litem Pay Plans will increase by 4% and maximum hourly pay rates for pay grades 9 and above will increase by 6%.

Supervisor of Elections Pay Plans (ELO) increase minimum and maximum hourly rate by \$1.00 (one dollar) for grade 1; increase the minimum and maximum hourly rates by \$0.58 (fifty-eight cents) for grade 2; no increase to minimum and maximum hourly rates for grades 3 and higher for Supervisor of Elections (ELO and ELN) pay plans.

Recommended Action:

Approve the Fiscal Year 2023-2024 Pay Plans and authorize raises as noted in the Background section below effective the first full pay period in October.

Prior Board Motions:

The addition of classifications or changes to salary ranges on any of the Pay Plans must be approved by the Board of County Commissioners.

Fiscal Note:

The budget for these increases is included in the FY2023-2024 Budget.

Strategic Guide:

All Other Mandatory and Discretionary Services

Background:

The Human Resources Department prepares recommendations for adjustments and additions to pay plans and to employees' rates of pay each year.

The following are recommendations for Fiscal Year 2023-2024 in addition to the range changes as shown in the description above:

FY 2023-2024 Non-Bargaining Pay Plan:

Add (1) new classification:

Position Title: Public Information Officer; Exempt/Non-Exempt: Non-Exempt; Pay Grade 20: Hourly Rate: \$33.3944 to \$51.9375; Annual Rate: \$69,460.35 to \$108,030.00

FY 2023-2024 Supervisor of Elections (ELO) Pay Plan:

Add (3) new classifications:

Position Title: Elections Operations Clerk; Exempt/Non-Exempt: Non-Exempt; Pay Grade 02: Hourly Rate: \$17.5000 to \$26.4967; Annual Rate: \$36,400.00 to \$55,113.14

Position Title: Elections Specialist/Election Worker Services; Exempt/Non-Exempt: Non-Exempt; Pay Grade 04: Hourly Rate: \$19.9896 to \$32.5105; Annual Rate: \$41,578.37 to \$67,621.84

Position Title: Elections Vote by Mail Clerk; Exempt/Non-Exempt: Non-Exempt; Pay Grade 02: Hourly Rate: \$17.5000 to \$26.4967; Annual Rate: \$36,400.00 to \$55,113.14

Employee Increases for FY 24:

Request hourly rate increase of 4%, or \$1.00 per hour, whichever is greater, for employees hired before October 1, 2023, for all employees in the Bargaining (LIUNA), Non-Bargaining, and Senior Management-FRS County -At- Will pay plans effective the first full pay period on or after October 1, 2023.

Request hourly rate increase of 6% for employees hired before October 1, 2023, for all employees in the County Attorney's Office in the Non-Bargaining and Senior Management-FRS County-At-Will pay plans effective the first full pay period on or after October 1, 2023.

Request hourly rate increase of 6% for employees hired before October 1, 2023, for all employees in the Guardian Ad Litem pay plan effective the first full pay period on or after October 1, 2023.

Request hourly rate increase of 6% for employees hired before October 1, 2023, for all employees in the Supervisor of Elections (ELO and ELN) pay plans as approved by Supervisor of Elections, Kim Barton effective the first full pay period on or after October 1, 2023.

Request to increase the pay rate for undergraduate Intern to \$17.00 per hour, increase the pay rate for the graduate Intern to \$17.50 per hour and increase the pay rate for the management Intern to \$18.00 per hour.

Request to approve pay rates for employees appointed to Temporary and Unclassified Service to be set at the minimum rate of the appropriate salary range in accordance with the County's Employee Policies and/or the Board of County Commissions' Minimum Wage Policy as adopted August 6, 2015.

Confirm new County living wage minimum as \$17.00 per hour for Fiscal Year 2023– 2024.