



Board of County Commissioners Agenda Request



Requested Meeting Date: 1/26/2021

Title of Item: Personnel Committee Recommendations

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

Submitted by: Bobbie Danielson	Department: HR
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Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed: 10 minutes
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Summary of Issue:
The Personnel Committee unanimously recommends:

1. Update seasonal and temporary employee wage scale policy as proposed (see attached). This will provide more flexibility to the employer when filling substitute and seasonal positions.
2. Update (informational only): The temporary hire (part-time/temp employee) to administer the State COVID relief package that passed on 12/14/2020 declined the job offer. Will attempt to perform the tasks with existing staff.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to approve the seasonal and temporary employee wage scale policy as presented (copy attached).

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$
Is this budgeted? Yes No *Please Explain:*

Current Policy Language Reads:

Section B. SEASONAL AND TEMPORARY EMPLOYEE WAGE SCALE

Seasonal and temporary employees will generally be paid at the "Minimum rate" for the applicable job classification, or as otherwise determined by Administration.

Guidelines:

Substitute Instructor/Naturalist, Grade 4 Minimum

Seasonal Equipment Operator, Grade 3 Minimum

Seasonal Boat & Water Safety Officer, Election Clerk, Temporary Clerical Worker, Grade 2 Minimum

Seasonal Crew Leader, Survey Crew Technician, Survey/Construction Staking Laborer, Grade 2 Minimum

Seasonal Laborer, Substitute Cook, Substitute Custodian, Grade 1 Minimum

LLCC Seasonal Staff, varies as determined by Administration

Other Temporary and Seasonal Positions, varies as determined by Administration

Proposed Policy Language:

Section B. SEASONAL AND TEMPORARY EMPLOYEE WAGE SCALE

Seasonal and temporary employees will generally be paid between the "Minimum rate" and Step D for the applicable job classification, or as otherwise determined by Administration.

Guidelines:

Grade 3, Seasonal Equipment Operator

Grade 2, Seasonal Boat & Water Safety Officer, Election Clerk, Temporary Clerical Worker, Seasonal Crew Leader, Survey Crew Technician, Survey/Construction Staking Laborer

Grade 1, Seasonal Park Laborer, Substitute Cook, Substitute Custodian

Other Temporary and Seasonal Positions, including but not limited to all LLCC Substitutes and LLCC Seasonal Staff will be determined by Administration.

Part-time or full-time employees who resign or retire at a rate higher than Step D, and are asked by the employer to stay on to provide substitute/intermittent services will be red-circled at their higher wage, but not eligible for general adjustment or step increases beyond the Step D rate.

MODIFIED UNIFORM WAGE SCALE, JANUARY 1, 2021

One-half percent (0.5%) General Adjustment 1/1/2021

Grade	Minimum/A	B	C	D	E	F	G	H	I	J	K	L	M	N	Maximum/O
20	\$ 43.97	\$ 45.27	\$ 46.61	\$ 47.99	\$ 49.41	\$ 50.87	\$ 52.37	\$ 53.92	\$ 55.52	\$ 57.17	\$ 58.86	\$ 60.61	\$ 62.40	\$ 63.73	\$ 65.64
19	\$ 42.35	\$ 43.60	\$ 44.89	\$ 46.21	\$ 47.58	\$ 48.99	\$ 50.44	\$ 51.93	\$ 53.47	\$ 55.05	\$ 56.68	\$ 58.36	\$ 60.09	\$ 61.36	\$ 63.20
18	\$ 40.73	\$ 41.93	\$ 43.16	\$ 44.44	\$ 45.75	\$ 47.10	\$ 48.50	\$ 49.93	\$ 51.41	\$ 52.93	\$ 54.50	\$ 56.11	\$ 57.78	\$ 59.00	\$ 60.77
17	\$ 39.10	\$ 40.26	\$ 41.44	\$ 42.67	\$ 43.92	\$ 45.22	\$ 46.56	\$ 47.93	\$ 49.35	\$ 50.81	\$ 52.32	\$ 53.87	\$ 55.46	\$ 56.63	\$ 58.33
16	\$ 37.48	\$ 38.58	\$ 39.72	\$ 40.89	\$ 42.10	\$ 43.34	\$ 44.62	\$ 45.94	\$ 47.30	\$ 48.69	\$ 50.13	\$ 51.62	\$ 53.15	\$ 54.27	\$ 55.90
15	\$ 35.86	\$ 36.91	\$ 38.00	\$ 39.12	\$ 40.27	\$ 41.46	\$ 42.68	\$ 43.94	\$ 45.24	\$ 46.58	\$ 47.95	\$ 49.37	\$ 50.83	\$ 51.91	\$ 53.46
14	\$ 34.23	\$ 35.24	\$ 36.28	\$ 37.34	\$ 38.44	\$ 39.58	\$ 40.74	\$ 41.94	\$ 43.18	\$ 44.46	\$ 45.77	\$ 47.12	\$ 48.52	\$ 49.54	\$ 51.03
13	\$ 32.61	\$ 33.57	\$ 34.55	\$ 35.57	\$ 36.62	\$ 37.69	\$ 38.80	\$ 39.95	\$ 41.13	\$ 42.34	\$ 43.59	\$ 44.88	\$ 46.20	\$ 47.18	\$ 48.59
12	\$ 30.99	\$ 31.90	\$ 32.83	\$ 33.80	\$ 34.79	\$ 35.81	\$ 36.87	\$ 37.95	\$ 39.07	\$ 40.22	\$ 41.41	\$ 42.63	\$ 43.89	\$ 44.81	\$ 46.16
11	\$ 29.36	\$ 30.22	\$ 31.11	\$ 32.02	\$ 32.96	\$ 33.93	\$ 34.93	\$ 35.96	\$ 37.01	\$ 38.10	\$ 39.23	\$ 40.38	\$ 41.57	\$ 42.45	\$ 43.72
10	\$ 27.74	\$ 28.55	\$ 29.39	\$ 30.25	\$ 31.14	\$ 32.05	\$ 32.99	\$ 33.96	\$ 34.96	\$ 35.99	\$ 37.04	\$ 38.14	\$ 39.26	\$ 40.09	\$ 41.29
9	\$ 26.12	\$ 26.88	\$ 27.66	\$ 28.47	\$ 29.31	\$ 30.17	\$ 31.05	\$ 31.96	\$ 32.90	\$ 33.87	\$ 34.86	\$ 35.89	\$ 36.94	\$ 37.72	\$ 38.85
8	\$ 24.49	\$ 25.21	\$ 25.94	\$ 26.70	\$ 27.48	\$ 28.28	\$ 29.11	\$ 29.97	\$ 30.84	\$ 31.75	\$ 32.68	\$ 33.64	\$ 34.63	\$ 35.36	\$ 36.42
7	\$ 22.87	\$ 23.53	\$ 24.22	\$ 24.93	\$ 25.65	\$ 26.40	\$ 27.17	\$ 27.97	\$ 28.79	\$ 29.63	\$ 30.50	\$ 31.39	\$ 32.32	\$ 32.99	\$ 33.98
6	\$ 21.25	\$ 21.86	\$ 22.50	\$ 23.15	\$ 23.83	\$ 24.52	\$ 25.24	\$ 25.97	\$ 26.73	\$ 27.51	\$ 28.32	\$ 29.15	\$ 30.00	\$ 30.63	\$ 31.55
5	\$ 19.62	\$ 20.19	\$ 20.78	\$ 21.38	\$ 22.00	\$ 22.64	\$ 23.30	\$ 23.98	\$ 24.67	\$ 25.39	\$ 26.14	\$ 26.90	\$ 27.69	\$ 28.26	\$ 29.11
4	\$ 18.00	\$ 18.52	\$ 19.05	\$ 19.60	\$ 20.17	\$ 20.76	\$ 21.36	\$ 21.98	\$ 22.62	\$ 23.28	\$ 23.95	\$ 24.65	\$ 25.37	\$ 25.90	\$ 26.68
3	\$ 16.38	\$ 16.85	\$ 17.33	\$ 17.83	\$ 18.35	\$ 18.88	\$ 19.42	\$ 19.98	\$ 20.56	\$ 21.16	\$ 21.77	\$ 22.41	\$ 23.06	\$ 23.54	\$ 24.24
2	\$ 14.75	\$ 15.17	\$ 15.61	\$ 16.06	\$ 16.52	\$ 16.99	\$ 17.48	\$ 17.99	\$ 18.51	\$ 19.04	\$ 19.59	\$ 20.16	\$ 20.74	\$ 21.17	\$ 21.81
1	\$ 13.13	\$ 13.50	\$ 13.89	\$ 14.28	\$ 14.69	\$ 15.11	\$ 15.54	\$ 15.99	\$ 16.45	\$ 16.92	\$ 17.41	\$ 17.91	\$ 18.43	\$ 18.81	\$ 19.37

Ex: up to step D