



# Board of County Commissioners Agenda Request

**7A**  
Agenda Item #

**Requested Meeting Date:** May 10, 2022

**Title of Item:** Personnel Policy Update (Open Range Scale Modification)

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input 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>

<b>Submitted by:</b> Jessica Seibert, County Administrator and Bobbie Danielson, HR Director	<b>Department:</b> Admin/HR
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<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director	<b>Estimated Time Needed:</b> 5-10 Minutes
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**Summary of Issue:**

The employer has heard union and employee concerns regarding the wage scale minimum being lower than market - making recruitments difficult with labor shortages nationwide. In an effort to address this concern, upon approval, the employer will modify the 2022 Open Range Scale on July 1, 2022 (increase the minimums), and provide a \$0.50 per hour within range movement to all employees on the Open Range Scale, not to exceed the scale maximum.

Modify the Open Range Scale shown in Article IX, Section A, Appendix A of the Personnel Policy manual as shown on the attached document. This includes a modification to the 2022 scale, effective July 1, 2022, as well as the 2023 and 2024 Open Range Scales.

Following Board approval, an update will be sent to non-union staff and letters will be sent to unions offering this same July 1, 2022 Open Range Scale modification. MOAs signed by the unions will be placed on the June 14, 2022 County Board consent agenda for final approval and signatures. (Non-union, Local 49, Teamsters)

Unsettled units will (or already have) received these same Open Range Scale offers during the regular contract negotiations process. Those remaining Agreements will be brought to the Board for approval after they are ratified by each union. (Afscome, LELS)

**Alternatives, Options, Effects on Others/Comments:**  
Applies to Open Range scale only. Will implement prospectively (no retro pay on scale adjustments).

**Recommended Action/Motion:**  
Motion to update the Personnel Policy as proposed by adopting the July 1, 2022 Open Range Scale, 2023, and 2024 scales 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:*  
July 1 - December 31, 2022 estimated \$168,881

*Proposed for County Board Approval May 10, 2022*

**OPEN RANGE SCALE FOR JULY 1, 2022**

Grade	MIN MAX		MIN MAX	
	FLSA Non-Exempt		FLSA Exempt	
20	\$ 48.95	\$ 68.96	\$ 101,809.57	\$ 143,436.44
19	\$ 47.14	\$ 66.40	\$ 98,046.05	\$ 138,115.22
18	\$ 45.33	\$ 63.84	\$ 94,282.52	\$ 132,794.00
17	\$ 43.52	\$ 61.28	\$ 90,519.00	\$ 127,472.78
16	\$ 41.71	\$ 58.73	\$ 86,755.48	\$ 122,151.56
15	\$ 39.90	\$ 56.17	\$ 82,991.96	\$ 116,830.34
14	\$ 38.09	\$ 53.61	\$ 79,228.44	\$ 111,509.12
13	\$ 36.28	\$ 51.05	\$ 75,464.92	\$ 106,187.90
12	\$ 34.47	\$ 48.49	\$ 71,701.40	\$ 100,866.68
11	\$ 32.66	\$ 45.94	\$ 67,937.87	\$ 95,545.46
10	\$ 30.85	\$ 43.38	\$ 64,174.35	\$ 90,224.24
9	\$ 29.04	\$ 40.82	\$ 60,403.20	\$ 84,903.02
8	\$ 27.23	\$ 38.26	\$ 56,638.40	\$ 79,581.80
7	\$ 25.42	\$ 35.70	\$ 52,873.60	\$ 74,260.58
6	\$ 23.62	\$ 33.14	\$ 49,129.60	\$ 68,939.36
5	\$ 21.81	\$ 30.59	\$ 45,364.80	\$ 63,618.14
4	\$ 20.00	\$ 28.03	\$ 41,600.00	\$ 58,296.92
3	\$ 18.19	\$ 25.47	\$ 37,835.20	\$ 52,975.70
2	\$ 16.38	\$ 22.91	\$ 34,070.40	\$ 47,654.48
1	\$ 14.57	\$ 20.35	\$ 30,305.60	\$ 42,333.26

**OPEN RANGE SCALE FOR JANUARY 1, 2023**

Grade	MIN	MAX	MIN	MAX
	FLSA Non-Exempt		FLSA Exempt	
20	\$ 50.90	\$ 70.34	\$ 105,881.95	\$ 146,305.16
19	\$ 49.02	\$ 67.73	\$ 101,967.89	\$ 140,877.52
18	\$ 47.14	\$ 65.12	\$ 98,053.83	\$ 135,449.88
17	\$ 45.26	\$ 62.51	\$ 94,139.76	\$ 130,022.23
16	\$ 43.38	\$ 59.90	\$ 90,225.70	\$ 124,594.59
15	\$ 41.50	\$ 57.29	\$ 86,311.64	\$ 119,166.94
14	\$ 39.61	\$ 54.68	\$ 82,397.58	\$ 113,739.30
13	\$ 37.73	\$ 52.07	\$ 78,483.51	\$ 108,311.65
12	\$ 35.85	\$ 49.46	\$ 74,569.45	\$ 102,884.01
11	\$ 33.97	\$ 46.85	\$ 70,655.39	\$ 97,456.37
10	\$ 32.09	\$ 44.24	\$ 66,741.33	\$ 92,028.72
9	\$ 30.20	\$ 41.64	\$ 62,819.33	\$ 86,601.08
8	\$ 28.32	\$ 39.03	\$ 58,903.94	\$ 81,173.43
7	\$ 26.44	\$ 36.42	\$ 54,988.54	\$ 75,745.79
6	\$ 24.56	\$ 33.81	\$ 51,094.78	\$ 70,318.15
5	\$ 22.68	\$ 31.20	\$ 47,179.39	\$ 64,890.50
4	\$ 20.80	\$ 28.59	\$ 43,264.00	\$ 59,462.86
3	\$ 18.92	\$ 25.98	\$ 39,348.61	\$ 54,035.21
2	\$ 17.04	\$ 23.37	\$ 35,433.22	\$ 48,607.57
1	\$ 15.15	\$ 20.76	\$ 31,517.82	\$ 43,179.92

**OPEN RANGE SCALE FOR JANUARY 1, 2024**

Grade	MIN	MAX	MIN	MAX
	FLSA Non-Exempt		FLSA Exempt	
20	\$ 52.94	\$ 71.75	\$ 110,117.23	\$ 149,231.27
19	\$ 50.98	\$ 69.08	\$ 106,046.60	\$ 143,695.07
18	\$ 49.03	\$ 66.42	\$ 101,975.98	\$ 138,158.87
17	\$ 47.07	\$ 63.76	\$ 97,905.35	\$ 132,622.68
16	\$ 45.11	\$ 61.10	\$ 93,834.73	\$ 127,086.48
15	\$ 43.16	\$ 58.44	\$ 89,764.10	\$ 121,550.28
14	\$ 41.20	\$ 55.78	\$ 85,693.48	\$ 116,014.08
13	\$ 39.24	\$ 53.11	\$ 81,622.85	\$ 110,477.89
12	\$ 37.28	\$ 50.45	\$ 77,552.23	\$ 104,941.69
11	\$ 35.33	\$ 47.79	\$ 73,481.61	\$ 99,405.49
10	\$ 33.37	\$ 45.13	\$ 69,410.98	\$ 93,869.30
9	\$ 31.41	\$ 42.47	\$ 65,332.10	\$ 88,333.10
8	\$ 29.45	\$ 39.81	\$ 61,260.09	\$ 82,796.90
7	\$ 27.49	\$ 37.14	\$ 57,188.09	\$ 77,260.71
6	\$ 25.55	\$ 34.48	\$ 53,138.58	\$ 71,724.51
5	\$ 23.59	\$ 31.82	\$ 49,066.57	\$ 66,188.31
4	\$ 21.63	\$ 29.16	\$ 44,994.56	\$ 60,652.11
3	\$ 19.67	\$ 26.50	\$ 40,922.55	\$ 55,115.92
2	\$ 17.72	\$ 23.84	\$ 36,850.54	\$ 49,579.72
1	\$ 15.76	\$ 21.17	\$ 32,778.54	\$ 44,043.52

## **Open Range Scale**

### **July 1, 2022**

On July 1, 2022, employees who are below the new scale minimum will be increased to the new Open Range Scale minimum.

All other employees will receive \$0.50 per hour within range movement (or equivalent for salaried staff), not to exceed the wage scale maximum.

On July 1, 2022, employees who are at the scale maximum will receive a lump sum payment equivalent to \$0.50 per hour, not to exceed \$520.

LLCC, temporary, and seasonal employees will be reviewed on an individual basis with any increases subject to County Administrator approval.

### **January 1, 2023**

On January 1, 2023, full-time and part-time employees will receive 5% within range movement, not to exceed the scale maximum.

LLCC, temporary, and seasonal employees will be reviewed on an individual basis with any increases subject to County Administrator approval.

### **January 1, 2024**

On January 1, 2024, full-time and part-time employees will receive 5% within range movement, not to exceed the scale maximum.

LLCC, temporary, and seasonal employees will be reviewed on an individual basis with any increases subject to County Administrator approval.