



# Board of County Commissioners Agenda Request

**30**  
Agenda Item #

**Requested Meeting Date:** 1/6/2026

**Title of Item:** Approve Pay Equity Report

<input type="checkbox"/> REGULAR AGENDA  <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
<b>Submitted by:</b> Bobbie Danielson		<b>Department:</b> HR Dept.
<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director		<b>Estimated Time Needed:</b> N/A Consent Agenda
<b>Summary of Issue:</b> <p>Every three years, the County is required to submit a Pay Equity Report to the State of Minnesota. This report demonstrates the County's compliance with Minnesota's Pay Equity Act by analyzing whether employees are paid equitably for comparable work across job classes, regardless of gender. The purpose of the report is to identify and address any wage disparities, promote fairness and transparency in compensation practices, and ensure public employers uphold the state's commitment to equal pay for work of equal value. Please see attached.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Motion to approve the pay equity report as presented and to authorize the Board Chair to sign.		
<b>Financial Impact:</b> <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i></div><div><input type="checkbox"/> Yes    <input type="checkbox"/> No</div><div><input type="checkbox"/> Yes    <input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>		

## Job Class Data Entry Verification List

Case: 2025 Data to Co Board 1-2026

Aitkin County

LGID: 1520

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pa
1	COOK-SHERIFF	0	3		F	875	2840.00	4553.10	16.00	7.00	
2	PT COOK HOUSEKEEPER	0	1	0	F	875	2840.00	3366.00	8.00	0.00	
3	CUSTODIAN, FULL TIME	3	0	0	M	1125	3193.00	5042.10	16.00	9.00	
4	LLCC HOUSEKEEPER	0	1	0	F	1125	3193.00	4449.10	8.00	0.00	
8	OFFICE ASSISTANT II (AKA OFFIC	0	2	0	F	1375	3546.00	5531.10	16.00	1.00	
9	OFFICE SUPPORT SPECIALIST	0	3	0	F	1375	3546.00	5531.10	16.00	4.00	
5	CUSTODIAN/MAINTENANCE TECHNICI	1	0	0	M	1625	3546.00	5531.10	16.00	3.00	
6	FOOD SERVICE COORDINATOR	1	0	0	M	1625	3546.00	5531.10	16.00	5.00	
7	LICENSE TECHNICIAN	1	1	0	B	1625	3546.00	5531.10	16.00	1.00	
10	ACCOUNTING TECHNICIAN	0	2	0	F	1875	3899.00	6021.10	16.00	20.00	
11	ASSESSMENT TECHNICIAN	0	1	0	F	1875	3899.00	6021.10	16.00	28.00	
12	CASE AIDE	0	7	0	F	1875	3899.00	6021.10	16.00	20.00	
14	COMMUNITY CORRECTIONS OFFICE A	0	1	0	F	1875	3899.00	6021.10	16.00	0.00	
15	CONFIDENTIAL SECRETARY	0	2	0	F	1875	3899.00	6021.10	16.00	5.00	
16	DEPUTY RECORDER	0	2	0	F	1875	3899.00	6021.10	16.00	1.00	
17	DEPUTY TREASURER	0	1	0	F	1875	3899.00	6021.10	16.00	2.00	
18	FAMILY BASED SERVICES PROVIDER	0	1	0	F	1875	3899.00	6021.10	16.00	20.00	
19	LLCC UTILITY MAINTENANCE CUSTO	1	0	0	M	1875	3899.00	5291.10	16.00	3.00	
20	PARKS TECHNICIAN	1	0	0	M	1875	3899.00	6021.10	16.00	4.00	
21	RECORDS TECHNICIAN	0	2	0	F	1875	3899.00	6021.10	16.00	27.00	
22	SEASONAL NATURALIST III	2	0	0	M	1875	3899.00	4629.00	9.00	0.00	
23	UTILITY MAINTENANCE CUSTODIAN	1	0	0	M	1875	3899.00	6021.10	16.00	3.00	
24	ADMINISTRATIVE ASSISTANT	0	1	0	F	2125	4252.00	6510.10	16.00	2.00	
25	CERTIFIED APPRAISER	0	2		F	2125	4252.00	6510.10	16.00	1.00	
26	CHILD SUPPORT SPECIALIST (CHIL	0	1	0	F	2125	4252.00	6510.10	16.00	0.00	
27	CORRECTIONAL OFFICER, FT	9	5	0	B	2125	4252.00	7123.00	16.00	15.00	
28	CORRECTIONAL OFFICER, PT	1	1		B	2125	4252.00	5848.00	16.00	0.00	
29	DISPATCHER/JAILER	3	4	0	B	2125	4252.00	7123.00	16.00	9.00	
30	ELECTION SUPPORT SPECIALIST/AC	0	1	0	F	2125	4252.00	6510.10	16.00	2.00	
31	ELIGIBILITY WORKER (AKA FINANC	0	10	0	F	2125	4252.00	6510.10	16.00	27.00	

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32	EQUIPMENT OPERATOR	16	0	0	M	2125	4252.00	7053.00	16.00	29.00	
33	HHS ADMINISTRATIVE ASSISTANT	0	1	0	F	2125	4252.00	6510.10	16.00	4.00	
34	LAND SURVEY AND MAPPING TECHNI	1	0	0	M	2125	4252.00	6510.10	16.00	5.00	
35	LEGAL ASSISTANT	0	3	0	F	2125	4252.00	6510.10	16.00	5.00	
36	NATURALIST FT	0	2	0	F	2125	4252.00	5712.10	9.00	4.00	
37	NATURALIST PT (NOT REQUIRED TO	0	1	0	F	2125	4252.00	5050.00	9.00	4.00	
38	OFFICE ASSISTANT IV - HIGHWAY	0	1	0	F	2125	4252.00	6510.10	16.00	11.00	
39	OFFICE ASSISTANT V	0	2	0	F	2125	4252.00	6510.10	16.00	7.00	
40	OFFICE ASSISTANT V (FORMERLY D	0	2	0	F	2125	4252.00	6510.10	16.00	4.00	
41	VCET ADMINISTRATIVE ASSISTANT	0	1	0	F	2125	4252.00	6510.10	16.00	3.00	
42	ZONING OFFICER IN TRAINING	2	0		M	2125	4252.00	6510.10	16.00	0.00	
113	MECHANIC	1	0		M	2125	4252.00	7053.00	16.00	3.00	
114	EVIDENCE BASED COORDINATOR	0	1		F	2375	4604.00	6999.00	16.00	1.00	
115	SR. LAND SURVEY & MAPPING TECH	1	0		M	2375	4604.00	6999.00	16.00	2.00	
43	CERTIFIED APPRAISER, SR.	2	2	0	B	2375	4604.00	6999.10	16.00	18.00	
44	CHIEF DEPUTY RECORDER, PT	0	1	0	F	2375	4604.00	6337.00	16.00	0.00	
45	CHIEF DEPUTY TREASURER	0	1	0	F	2375	4604.00	6999.10	16.00	3.00	
46	CHIEF MECHANIC	1	0		M	2375	4604.00	7542.00	16.00	1.00	
47	CHILD SUPPORT OFFICER	0	2	0	F	2375	4604.00	6999.10	16.00	11.00	
48	CRIME VICTIM COORDINATOR	0	1	0	F	2375	4604.00	6999.10	16.00	8.00	
49	HUMAN RESOURCES SPECIALIST	0	1	0	F	2375	4604.00	6999.10	16.00	15.00	
50	PARALEGAL	0	1	0	F	2375	4604.00	6999.10	16.00	1.00	
51	PAYROLL TECHNICIAN	0	1	0	F	2375	4604.00	6999.10	16.00	9.00	
52	PT ASSISTANT VETERANS SERVICES	1	0	0	M	2375	4604.00	6337.00	16.00	9.00	
53	RECREATION SPECIALIST	1	0	0	M	2375	4604.00	6999.10	16.00	9.00	
54	SECURITY/TRANSPORT DEPUTY SHER	2	0	0	M	2375	4604.00	6337.00	16.00	1.00	
55	ZONING OFFICER	2	0	0	M	2375	4604.00	6999.10	16.00	3.00	
56	FORESTER	4	0	0	M	2750	4955.00	7488.10	16.00	8.00	
60	NETWORK APPLICATION SUPPORT SP	2	0	0	M	2750	4955.00	7488.10	16.00	11.00	
58	JAIL SERGEANT	1	1	0	B	2750	4955.00	8101.00	16.00	7.00	
59	LICENSE SUPERVISOR	0	1	0	F	3000	4955.00	7488.10	16.00	2.00	
57	JAIL PROGRAM COORDINATOR	1	0	0	M	3000	4955.00	7488.10	16.00	14.00	

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61	DEPUTY SHERIFF	13	2	0	M	3250	5308.00	7977.10	16.00	19.00	
62	OFFICE MANAGER / LEAD PARALEGA	0	1	0	F	3250	5308.00	7977.10	16.00	1.00	
63	SENIOR FORESTER	1	0	0	M	3250	5308.00	7977.10	16.00	6.00	
64	SR. ENGINEERING TECHNICIAN	5	0		M	3250	5308.00	8520.00	16.00	17.00	
68	COMMUNITY HEALTH SPECIALIST	0	1	0	F	3625	5661.00	8466.10	16.00	9.00	
69	COMPLIANCE OFFICER / WETLAND S	1	0	0	M	3625	5661.00	8466.10	16.00	3.00	
70	CORRECTIONS AGENT	4	2	0	B	3625	5661.00	8466.10	16.00	8.00	
71	DISPATCH SUPERVISOR/ CO. PROGR	0	1	0	F	3625	5661.00	8466.10	16.00	10.00	
77	RIGHT OF WAY / PERMITTING SPEC	1	0	0	M	3625	5661.00	8466.10	16.00	1.00	
78	SOCIAL WORKER	4	15	0	F	3625	5661.00	8466.10	16.00	21.00	
79	VETERANS SERVICES OFFICER	0	1	0	F	3625	5661.00	8466.10	16.00	18.00	
73	GIS COORDINATOR	1	0	0	M	3625	5661.00	8466.10	16.00	28.00	
74	HEALTH EDUCATOR	0	1	0	F	3625	5661.00	8466.10	16.00	24.00	
75	INVESTIGATOR	1	0	0	M	3875	5661.00	8466.10	16.00	0.00	
76	INVESTIGATOR/PATROL SERGEANT	2	1	0	B	3875	5661.00	8466.10	16.00	8.00	
72	EDUCATION MANAGER	0	1	0	F	3875	5661.00	7395.10	9.00	4.00	
65	ACCOUNTANT	0	1	0	F	3875	5661.00	8466.10	16.00	5.00	
66	ASSISTANT COUNTY ASSESSOR	0	1	0	F	3875	5661.00	8466.10	16.00	8.00	
67	ASSISTANT MAINTENANCE SUPERVIS	1	0	0	M	3875	5661.00	8466.10	16.00	7.00	
80	ACCOUNTANT / OFFICE MANAGER	0	1	0	F	4125	6014.00	8955.10	16.00	15.00	
81	ASSISTANT JAIL ADMINISTRATOR	0	1	0	F	4125	6014.00	8955.10	16.00	2.00	
82	ASSISTANT ZONING ADMINISTRATOR	1	0	0	M	4125	6014.00	8955.10	16.00	3.00	
83	CHILD SUPPORT SUPERVISOR	0	1	0	F	4125	6014.00	8955.10	16.00	6.00	
84	ECONOMIC DEVELOPMENT COORDINAT	1	0		M	4125	6014.00	8955.10	16.00	4.00	
85	FACILITIES COORDINATOR	1	0	0	M	4125	6014.00	8955.10	16.00	6.00	
86	FINANCIAL ASSISTANCE SUPERVISO	0	1	0	F	4125	6014.00	8955.10	16.00	10.00	
87	FISCAL SUPERVISOR I	0	1	0	F	4125	6014.00	8955.10	16.00	8.00	
88	JAIL NURSE	0	1	0	F	4125	6014.00	8955.10	16.00	1.00	
89	MAINTENANCE SUPERVISOR (HWY)	1	0	0	M	4125	6014.00	8955.10	16.00	8.00	
90	NETWORK ADMINISTRATOR	2	0	0	M	4125	6014.00	8955.10	16.00	8.00	
91	PUBLIC HEALTH NURSE	0	5	0	F	4125	6014.00	8955.10	16.00	28.00	

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93	COUNTY SURVEYOR	1	0	0	M	4667	6720.00	9933.10	16.00	8.00	
94	LLCC MANAGER	1	0	0	M	4667	6720.00	9933.10	16.00	4.00	
92	ASSISTANT COUNTY ATTORNEY I	1	0	0	M	5000	6720.00	9933.10	16.00	1.00	
95	PUBLIC HEALTH SUPERVISOR	0	1	0	F	5167	7073.00	10423.10	16.00	11.00	
96	SOCIAL SERVICES SUPERVISOR	0	3	0	F	5167	7073.00	10423.10	16.00	10.00	
97	ASSISTANT COUNTY ATTORNEY II	1	0	0	M	5667	7425.00	10912.10	16.00	3.00	
98	ASSISTANT COUNTY ENGINEER	1	0	0	M	5667	7425.00	10912.10	16.00	24.00	
99	COMMUNITY CORRECTIONS DIRECTOR	0	1	0	F	5667	7425.00	10912.10	16.00	8.00	
100	COUNTY ASSESSOR	1	0	0	M	5667	7425.00	10912.10	16.00	17.00	
101	ENVIRONMENTAL SERVICES DIRECTO	1	0	0	M	5667	7425.00	10912.10	16.00	4.00	
102	HUMAN RESOURCES DIRECTOR	0	1	0	F	5667	7425.00	10912.10	16.00	15.00	
103	IT MANAGER	1	0	0	M	5667	7425.00	10912.10	16.00	5.00	
104	JAIL ADMINISTRATOR	0	1		F	5667	7425.00	10912.10	16.00	10.00	
105	LAND COMMISSIONER	1	0	0	M	5667	7425.00	10912.10	16.00	3.00	
106	UNDERSHERIFF	0	1	0	F	6000	7778.00	11401.10	16.00	6.00	
107	ASSISTANT COUNTY ATTORNEY III	0	1	0	F	6333	8131.00	11890.10	16.00	0.00	
108	COUNTY AUDITOR	0	1	0	F	6333	8131.00	11890.10	16.00	0.00	
109	HEALTH & HUMAN SERVICES DIRECT	0	1	0	F	7250	8836.00	12868.10	16.00	3.00	
110	SR. ASSISTANT COUNTY ATTORNEY	0	1	0	F	7667	8836.00	12868.10	16.00	32.00	
111	COUNTY ENGINEER	1	0	0	M	8333	9542.00	13846.10	16.00	25.00	
112	COUNTY ADMINISTRATOR	1	0	0	M	9250	9894.00	14336.10	16.00	0.00	

**Job Number Count: 114**

## Compliance Report

Jurisdiction: Aitkin County  
Government Center  
  
307 2nd Street NW, Room 312  
Aitkin, MN 56431

Report Year: 2026  
Case: 1 - 2025 Data to Co Board 1-  
2026 (Private (Jur Only))

Contact: Bobbie Danielson

Phone: (218) 927-7277

E-Mail: bobbie.danielson@aitki  
ncountymn.gov

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

### I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	44	62	8	114
# Employees	88	117	40	245
Avg. Max Monthly Pay per employee	7828.70	7465.40		7571.89

### II. STATISTICAL ANALYSIS TEST

#### A. Underpayment Ratio = 84.54545 \*

	Male Classes	Female Classes
a. # At or above Predicted Pay	17	17
b. # Below Predicted Pay	27	45
c. TOTAL	44	62
d. % Below Predicted Pay (b divided by c = d)	61.36	72.58

\*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

#### B. T-test Results

Degrees of Freedom (DF) = 203

Value of T = 2.330

a. Avg. diff. in pay from predicted pay for male jobs = 22

b. Avg. diff. in pay from predicted pay for female jobs = -85

### III. SALARY RANGE TEST = 102.84 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 15.84

B. Avg. # of years to max salary for female jobs = 15.40

### IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 \*

B. % of female classes receiving ESP = 0.00

\*(If 20% or less, test result will be 0.00)

## Pay Equity Implementation Report

### Part A: Jurisdiction Identification

Jurisdiction: Aitkin County  
Government Center  
307 2nd Street NW, Room 312  
Aitkin, MN 56431

Jurisdiction Type: County

Contact: Bobbie Danielson

Phone: (218) 927-7277

E-Mail: bobbie.danielson@aitkincountymn.gov

### Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system was used: Consultant

Description:

Decision-Band Method of job evaluation.  
AJGallagher  
"Same as last year."

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:
- There is a difference and the maximum salaries reported include the monthly amount paid by the employer for health insurance.

3. An official notice has been posted at:

Aitkin County Government Center (HR  
Bulletin Board)

(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Aitkin County Board of Commissioners

(governing body)

J. Mark Wedel

(chief elected official)

Board Chair

(title)

### Part C: Total Payroll

\$ Pending at time of agenda deadline.  
is the annual payroll for the calendar year just ended December 31.

[X] Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: TBD after 1/6/26 Bd. Mtg.