



Dakota County

Legislation Text

File #: DC-530, **Version:** 1

DEPARTMENT: Employee Relations

FILE TYPE: Consent Action

TITLE

Adoption Of 2022 Unclassified Employees Merit Compensation Policy And Plan

PURPOSE/ACTION REQUESTED

Adopt the 2022 Unclassified Employees Merit Compensation Policy and Plan.

SUMMARY

Each year the County updates the non-union Merit Compensation Policy and Plan. In the context of and consistent with this Plan, the County also establishes a Merit Compensation Policy and Plan for unclassified employees. This Plan provides a mechanism for the application of County compensation principles of salaries of appointed Department/Division Heads and the County Manager and defines a process for the establishment of Elected Department Heads' and County Commissioner compensation. A plan document for 2022 is attached as Attachment A.

The proposed 2022 Unclassified Merit Compensation Policy and Plan include an updated Notice of Intent to Decline 2022 Salary Increase, Attachment B. The non-union 2022 merit matrix and salary ranges have been added to the Unclassified Employee Merit Compensation Policy and Plan document for clarity.

RECOMMENDATION

Staff recommends approval.

EXPLANATION OF FISCAL/FTE IMPACTS

The costs of these provisions are included within the County Manager's recommended 2022 budget.

- | | | |
|--|--|---|
| <input type="checkbox"/> None | <input checked="" type="checkbox"/> Current budget | <input type="checkbox"/> Other |
| <input type="checkbox"/> Amendment Requested | | <input type="checkbox"/> New FTE(s) requested |

RESOLUTION

WHEREAS, market competitive compensation and effective pay policy administration are essential to effective and efficient government; and

WHEREAS, a Dakota County Pay Equity Compensation Structure has been established; and

WHEREAS, the County maintains a process by which Elected Officials' compensation is determined; and

WHEREAS, the Unclassified Employees' Merit Compensation Policy and Plan should be updated for application in 2021.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts, for application in 2022, the 2022 Unclassified Employees' Merit Compensation Policy and Plan:

- The 2022 Pay Equity Compensation Structure recommended to the Board of Commissioners on November 30, 2021, applies to unclassified employees; and
- The 2022 non-union Merit Matrix provides for five levels of performance with varying merit opportunity based upon performance levels applies to unclassified employees
- The non-union 2022 merit matrix and salary ranges have been added to the Unclassified Employee Merit Compensation Policy and Plan document for clarity

; and

BE IT FURTHER RESOLVED, That the participants' calendar or payroll year 2022 salaries shall be established in the context of and consistent with this Plan; and

BE IT FURTHER RESOLVED, That the Employee Relations Director is hereby authorized to amend the 2021 Unclassified Employees Merit Compensation Policy and Plan consistent with the above referenced 2022 provisions in Employee Relations Policies and Procedures.

PREVIOUS BOARD ACTION

20-637; 12/15/20

ATTACHMENTS

Attachment: 2022 Unclassified Employees Merit Compensation Policy and Plan

Attachment: Notice of Intent to Decline 2022 Salary Increase

BOARD GOALS

- | | |
|---|--|
| <input type="checkbox"/> A Great Place to Live | <input type="checkbox"/> A Healthy Environment |
| <input type="checkbox"/> A Successful Place for Business and Jobs | <input checked="" type="checkbox"/> Excellence in Public Service |

PUBLIC ENGAGEMENT LEVEL

- | | | | |
|--|----------------------------------|----------------------------------|---|
| <input type="checkbox"/> Inform and Listen | <input type="checkbox"/> Discuss | <input type="checkbox"/> Involve | <input checked="" type="checkbox"/> N/A |
|--|----------------------------------|----------------------------------|---|

CONTACT

Department Head: Andy Benish

Author: Andy Benish