Pinellas County

Staff Report

File #: 19-1467A, **Version:** 1

Subject:
Proposed Pinellas County Board of County Commissioners Exempt Pay Plan, covering all exempt positions under the Board of County Commissioners, County Administrator, County Attorney, Business Technology Services, Human Resources, Human Rights, and Forward Pinellas.

Recommended Action:
Adopt the attached new pay plan for all exempt positions under the Board of County Commissioners, County Administrator, County Attorney, Business Technology Services, Human Resources, Human Rights, and Forward Pinellas, effective September 29, 2019, or the date the Unified Personnel Board adopts the Classification Plan covering exempt positions within the Unified Personnel System, whichever is later.

- The current exempt pay plan shall continue to be applied until the effective date of the new exempt pay plan being approved in this action.
- Once adopted, the exempt pay plan shall remain in effect until or unless changed by action of this Board.

Strategic Plan:
Create a Quality Workforce in a Positive, Supportive Organization
1.1 Recruit, select, and retain the most diverse and talented workforce
1.4 Maintain a fair and competitive compensation package

Summary:
Human Resources requests that the BCC approve the attached exempt pay plan resulting from Phase II of the Classification and Compensation Study completed by Evergreen Solutions. Although the Personnel Board manages the classification system for both Classified and Exempt positions, the BCC adopts and maintains an exempt pay plan associated with the exempt classification system and must approve the new pay plan in conjunction with the Personnel Board's adoption of the Exempt classifications.

Background Information:
In 2017, Pinellas County contracted with Evergreen Solutions to conduct a comprehensive study regarding our classification and compensation systems and processes. In 2018, Evergreen delivered their Report of Findings and Recommendations, which provides information related to employee demographics, market data, and assessments of internal and external equity.

While the Personnel Board adopts and maintains the classification system for both Classified and Exempt positions, it has authority only for the Classified pay plans, not for Exempt pay plans. Those with the authority to implement exempt pay plans include the BCC and the four constitutional officers. The Unified Personnel Board is considering adoption of new exempt classifications on September 5, 2019, with a proposed effective date of September 29, 2019.

The proposed exempt pay plan follows the same principles as those established by the newly adopted classified pay plan, specifically a consistent distance (4.5%) between pay grade midpoints and a 60% spread from the minimum to the maximum of each pay grade. It is advisable that the BCC adopt its new exempt pay plan in conjunction with the Personnel Board's adoption of new exempt classifications so that the new classifications pay be immediately assigned to the appropriate pay grade within the BCC exempt pay plan.

Fiscal Impact:
The adoption of the proposed pay plan does not have a fiscal impact, but the implementation of the plan as part of the pay and classification study is anticipated to result in fiscal impact. While funding is included in the FY20 Tentative Budget to address such fiscal impacts, budget amendments to realign appropriation may be required during the fiscal year.

Staff Member Responsible:
Holly Schoenherr, Director, Human Resources

Partners:
N/A

Attachments:
Proposed Exempt Pay Plan