YUMA COUNTY BOARD OF SUPERVISORS
RESOLUTION NO. 2016-26

A JOINT RESOLUTION OF YUMA COUNTY, THE JAIL DISTRICT, FREE LIBRARY DISTRICT, FLOOD CONTROL DISTRICT, AND PUBLIC HEALTH DISTRICT ADJUSTING EMPLOYEE COMPENSATION.

ADJUSTING EMPLOYEE COMPENSATION

WHEREAS: Chapter III, section D, of the County's Personnel Rules sets forth the Board of Supervisors' responsibility to adopt a salary schedule listing all classifications and their pay ranges and to approve market based adjustments, and

WHEREAS: The Board of Supervisors is required to determine the level of budget authority that will be provided for implementation of the compensation plan,

NOW, THEREFORE, BE IT RESOLVED that the following changes to the County's compensation plans are hereby approved:

I. Employee Pay Plan Allocations

A. Regular County Step Pay Plan:

1. Reclassifications:

a) Funds are provided for 8 reclassifications.
b) The effective date is the first full pay period of the 2016-2017 fiscal year (Pay period beginning July 3, 2016; pay changes reflected on pay date - July 22, 2016).

All reclassifications for all pay plans shall be in accordance with the policies and guidelines as set forth in the County Personnel Rules.

2. Implementation of Pay Scale & Salary Step Adjustment

a) County employees will receive a salary step adjustment if needed to assign employees to a defined step on the salary scale.
b) The County pay scale will increase by 2%.
c) New Hires will remain on an established step on the adopted salary scale.

The following criteria determine eligibility and amount for County employees:

Eligibility

- Employees who are in between steps after July 5, 2015 ***are eligible*** for the salary step adjustment.
- Elected Officials ***are not eligible*** for the pay scale or salary step adjustment.
- Temporary employees ***are not eligible*** for the salary step or pay scale adjustment.
- Employees who are at the maximum salary of their grade will go to the new maximum step on the County pay scale.

- Effective date is the first full pay period of the 2016 - 2017 fiscal year (Pay period beginning July 3, 2016; pay changes reflected on pay date – July 22, 2016).

No further changes in compensation are provided for the Regular County Step Pay Plan.

B. Attorney Step Pay Plan:

1. Implementation of Salary Adjustment

a) Attorneys on the Attorney Step Pay Plan will receive a salary step adjustment if needed to assign employees to a defined step on the salary scale

b) The Attorney Step Pay Plan will increase by 2%.

The following criteria determine eligibility and amount for attorneys on the Attorney Step Pay Plan:

Eligibility

- In general, the Attorney classification is "At Will" and does not serve an original or promotional probation.
- Attorneys who are at the maximum salary of their grade will go to the new maximum step on the Attorney Step Pay Plan.
- Effective date is the first full pay period of the 2016-2017 fiscal year (Pay period beginning July 3, 2016; pay changes reflected on pay date – July 22, 2016).

No further changes in compensation are provided for the Attorney Step Pay Plan.

C. Selected Law Enforcement Step Pay Plan:

Selected Law Enforcement Step Pay Plan applies to eligible employees in the following classifications: Deputy Sheriff, Senior Deputy Sheriff, Public Safety Sergeant, Lieutenant and Captain.

1. Reclassifications:

a) Funds are provided for 1 reclassification.

b) The effective date is the first full pay period of the 2016-2017 fiscal year (Pay period beginning July 3, 2016; pay changes reflected on pay date – July 22, 2016).

All reclassifications for all pay plans shall be in accordance with the policies and guidelines as set forth in the County Personnel Rules.

2. Implementation of Pay Scale & Salary Step Adjustment

a) Selected Law Enforcement employees will receive a salary step adjustment if needed to assign employees to a defined step on the salary scale.

b) The Selected Law Enforcement Step Pay Plan will increase by 2%.

c) Selected Law Enforcement employees will receive an equity adjustment for those eligible individuals identified in the following classifications: Deputy Sheriff, Senior Deputy Sheriff, Public Safety Sergeant, Lieutenant and Captain.

d) New Hires will remain on an established step on the adopted salary scale.

The following criteria determine eligibility and amount for employees on the Selected Law Enforcement Step Pay Plan:

Eligibility

- Employees who are in between steps after July 5, 2015 ***are eligible*** for the salary step adjustment.
- Elected Officials ***are not eligible*** for the pay scale or salary step adjustment.
- Temporary employees ***are not eligible*** for the salary step or pay scale adjustment.
- Employees who are at the maximum salary of their grade will go to the new maximum step on the Selected Law Enforcement step pay plan.
- Effective date is the first full pay period of the 2016 - 2017 fiscal year (Pay period beginning July 3, 2016; pay changes reflected on pay date – July 22, 2016).

D. Judicial Pay Plan:

1. Reclassifications:

a) Funds are provided for 2 reclassifications.
b) The effective date is the first full pay period of the 2016–2017 fiscal year (Pay period beginning July 3, 2016).

All reclassifications for the judicial pay plan shall be in accordance with the policies and guidelines as set forth in the Judicial Merit Rules and comply with Yuma County's Rules and Regulations for submission.

2. Implementation of Salary Adjustment

a) The Judicial pay plan will receive a 2% pay plan adjustment.

The following criteria determine eligibility and amount for Court employees:

Eligibility

- All full-time and part-time employees are eligible for the Judicial pay plan adjustment.
- Elected Officials ***are not eligible*** for the pay plan adjustment.
- Temporary employees ***are not eligible*** for the pay plan adjustment.
- Employees who are at the maximum of their grade will go to the new maximum on the Judicial pay plan.
- Effective date is the first full pay period of the 2016 - 2017 fiscal year (Pay period beginning July 3, 2016; pay changes reflected on pay date – July 22, 2016).

No further changes in compensation are provided for the Judicial Pay Plan.

E. Elected Officials Pay Plan:

1. Implementation of Salary Adjustment

Elected Official pay is in conformity with all applicable state statues.

- Elected Officials ***are not eligible*** for the salary step or pay scale adjustment.

No further changes in compensation are provided for the Elected Officials Pay Plan.

No further changes in compensation are provided for all Pay Plans.

II. Yuma County Employee Benefit Trust

BE IT FURTHER RESOLVED that the 2016-2017 Medical rates and design changes are as follows:

The employer and employee will contribute a combined 4% premium rate increase effective July 1, 2016 through June 30, 2017. The premium percentage paid by the County for the $500 deductible PPO plan is 90% for the employee only and 65.3% for dependent tiers. The County pays 100% of the premium for the employee only option of the High Deductible Health Plan (HDHP) Health Savings Account (HSA) and 78.75% for dependent tiers. The employer contributes $49.04 monthly to the employee's HSA. The $20.00 wellness incentive will continue for employees who receive annual preventive screening, complete the health risk assessment via Blue Cross Blue Shield and complete a biometrics screening.

Effective Date is July 1, 2016, the first day of the fiscal year.

BE IT FURTHER RESOLVED, that within any Pay Plan, if adjustments occur on the same date, the adjustments shall be applied in the sequence the adjustments are presented herein,

AND, IT IS RESOLVED FURTHER that no compensation changes shall be granted which would have the effect of increasing the fiscal year 2017-2018 base cost for compensation above the amount adopted for any of the pay plans, and further clarified as follows:

a. The requirements of this resolution are that the salary base for fiscal year 2017-2018 will not exceed the base for fiscal year 2016/17 plus the budgeted fiscal year 2017-2018 increase for any of the pay plans.

b. The baseline for fiscal year 2016-2017 may be exceeded to the extent that the Yuma County Personnel Rules allow the County to hire new employees (to include lateral transfers (subject to availability of funding), voluntary grade decreases and demotions) up to the midpoint of the salary range with County Administrator's approval. If the salary that is offered to the new employee does not exceed the midpoint, but does exceed the position of the employee formerly holding the position, the baseline amount can be exceeded:

1. To comply with the County Personnel Rule Chapter III, section G
2. To comply with the County Personnel Rule Chapter II, PR-212, regarding retention adjustments to be made to increase an employee's salary up to 10% in order to retain employees that possess knowledge and skills that would be difficult to replace in Yuma County.
3. To comply with state or federal mandates.

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4. To administer Board adopted compensation adjustments as listed above
5. To accommodate the annualized salaries of new positions added during the fiscal year specifically by the Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED, THE YUMA COUNTY BOARD OF SUPERVISORS, AND THE BOARDS OF DIRECTORS OF ALL SPECIAL TAXING DISTRICTS HEREBY ADOPT THIS JOINT RESOLUTION NO. 2016-26 ADJUSTING EMPLOYEE COMPENSATION; FUNDING A LOAN REPAYMENT ASSISTANCE PROGRAM; FUNDING A TUITION REIMBURSMENT PROGRAM.

Adopted this 20th day of June, 2016.

VOTE RECORD:
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

RUSS CLARK
Chairman of the Board

ATTEST:

SUSAN K. THORPE
County Administrator

APPROVED AS TO FORM:

JON R. SMITH
County Attorney

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