AGENDA COVER MEMO

Memorandum Date: December 27, 2023

Order Date: January 30, 2024

TO:	Board of County Commissioners
DEPARTMENT:	Human Resources
PRESENTED BY:	Alana Holmes, Chief Human Resources Officer Eliza Kashinsky, Sr. Classification and Compensation Analyst
AGENDA ITEM TITLE:	IN THE MATTER OF APPROVING A NEW CLASSIFICATION AND COMPENSATION PLAN FOR NON-REPRESENTED POSITIONS

I. MOTION

Move the Board to approve Order no. 24-01-30-___/In the Matter of Approving a New Classification and Compensation Plan for Non-Represented Positions.

II. AGENDA ITEM SUMMARY

The Board is being asked to approve a new classification and compensation plan for non-represented positions and delegate authority to the County Administrator to approve final language in classification specifications for the new classifications.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

In BO 88-11-8-1, passed on November 11, 1988, the Board of Commissioners eliminated the previous classification and compensation plan and established a new classification and compensation plan for all employees. This plan is commonly known as the Point Factor classification methodology.

In BO 05-11-9-7, passed on November 9, 2005, the Board of Commissioners engaged with the consulting firm Fox Lawson & Associates, LLC to undertake a classification and compensation study of non-represented employees. In BO 06-12-13-3, passed December 13, 2006, the Board adopted a new classification and compensation plan for non-represented employees. This plan is commonly known as the Decision Band Method (DBM). DBM is a broadband classification

methodology, which groups positions that are not doing fully comparable work into a small number of generalized classifications. Most bargaining unit classifications continued to use the Point Factor classification methodology even after the adoption of DBM for non-represented classifications.

In 2017, the Oregon Equal Pay Law was passed by the State Legislature, which requires that any differences in pay between employees doing work of a comparable character be solely based on specified bona fide factors, such as experience or seniority. Lane County engaged with the consulting firm Trupp in 2019 to complete a Pay Equity Study and provide recommendations for ongoing compliance with the Equal Pay Law. Trupp provided their final report in 2021 and Lane County has implemented some of their recommendations and taken further steps to ensure our classification and compensation plans align with the law.

In BO 21-12-14-09, passed on December 14, 2021, the Board of Commissioners approved salary adjustments for non-represented positions consistent with methodology used for other represented employee groups, based on salary grade, job codes and working title. These adjustments resulted in sub-groupings to the existing salary plan.

B. Policy Issues

Lane Code 2.020.025 states:

"The Board shall cause to be prepared and shall adopt a position classification plan. The duties and responsibilities of all positions… shall be analyzed and each position shall be assigned to an appropriate classification according to the similarity of duties and responsibilities…. A classification may contain one or more positions and all positions in the same classification shall be sufficiently alike to permit the use of a single descriptive title, a general statement of duties, the same qualification requirements, and the same pay range. The Board may modify the classification plan by creating or eliminating classifications."

Lane Code 2.020.030 states:

"The Board shall fix the maximum and minimum salary ranges for each classification in the classified service."

C. Board Goals

Implementing a new classification and compensation plan for non-represented positions is in alignment with the County's strategic priority *"Our People and Organizational Health: Invest in our employees who are the backbone of our organization and invest in our systems and organizational health so that employees can thrive and residents can experience a more effective government."*

D. Financial and/or Resource Considerations

Non-represented employees will not see adjustments to their wage as part of this new plan. In the majority of cases, positions will be placed in salary grades and steps that align precisely with their existing wage rate. Approximately 40 employees will be placed on grades that do not precisely match their existing grades. These employees will maintain their current wage until their next scheduled merit adjustment, at which time they will move to the appropriate step in the newly assigned grade.

Approximately 18 of these employees will receive a merit adjustment prior to the next market review and as a result of the move to the new compensation plan their merit adjustment would be slightly different than under the existing plan. The total estimated cost for these changes through December 31, 2024, is $12,122.41. Human Resources staff will be returning to the Board prior to that date with recommendations for adjustments based on the regularly scheduled market review for non-represented positions.

E. Health Implications

There are no known health implications.

F. Analysis

The existing DBM classification system in use for Lane County's non-represented positions is a broadband system, meaning that all 367 non-represented positions at the County are currently grouped into just 27 classifications. Within most of the classifications, there are positions with differing duties and responsibilities, rates of pay, areas of focus, and minimum qualifications grouped into the same classification. The changes in the employment and regulatory environment, specifically Oregon's Equal Pay Law, since the DBM system was adopted in 2006 mean that the broad, generalized classifications no longer meet the needs of Lane County. In order to ensure compliance with the law and to conduct detailed market compensation analysis sub-groupings were created within many of the classifications.

For example, the "Professional/Technical Supervisor" classification contains 79 positions, including supervisors for parole officers, behavioral health providers, property appraisals, technology services, and land use planning. Positions within the Professional/Technical Supervisor classification are assigned to one of 18 different salary grades/rates of pay. There are differing minimum qualifications between different positions currently classified as Professional/Technical Supervisor; for example, supervisors in behavioral health programs are required to have master's degrees and behavioral health licensure, while supervisors in developmental disabilities programs are not. During the 2020-21 pay equity analysis conducted by Trupp, 37 different work of comparable character groups were identified within the Professional/Technical Supervisor classification.

The necessity of assigning positions initially to a classification and then into one of the sub-groupings creates a cumbersome and time-consuming process for Human Resources staff, confusion for non-represented staff, and increases the possibility of errors in position placement within classifications or when conducting market analysis. To address these concerns, Human Resources staff have used a new classification methodology, the Comparable Classification Criteria (C3), which aligns with Lane County's current and future needs, as well as the current regulatory environment, and developed a new classification plan and a corresponding compensation plan.

The C3 methodology was developed based on the definitions of comparable work contained in the Oregon Equal Pay Law, a values survey conducted in the spring of 2023, interviews with comparator counties about their classification methodologies, and industry standard classification concepts and principles. Information about existing non-represented positions was collected via a survey sent to all non-represented staff, as well as interviews with supervisors and employees, review of recent job postings, current classification specifications, and information collected from previous processes, such as the Pay Equity Study conducted by Trupp.

Human Resources staff evaluated non-represented positions considering comparable characteristics of responsibility, knowledge, skills, effort, and working conditions. From this analysis, 129 groups of non-represented positions were identified. Each of these groups is assigned as a classification with associated job code and title that reflects the type of work being performed. The list of proposed job codes and classification titles is included as attachment 1-C.

Current non-represented classifications will be eliminated and replaced with the new classifications. Classification specifications are in progress for each of the new classifications. However, in order to ensure that the new classification titles and job codes can be incorporated into the FY 24/25 Budget, we are seeking the Board approval the new classifications, job codes, and condensed salary plans with delegation of authority to the County Administrator to approve the final classification specifications.

Lane County typically reviews compensation for non-represented positions every three years, on a similar cycle to that of represented positions. The last market review for non-represented positions occurred at the end of 2021 and the next review is anticipated to occur at the end of 2024. However, the current salary plans used for non-represented classifications are heavily dependent on the DBM classification methodology, and so it is necessary to adopt a new compensation plan. While the monetary values in the proposed compensation plan are closely aligned with the existing salary plan, it is structured in such a way that allows for effective maintenance of compensation until such a time as it can be updated as part of the next regularly scheduled non-represented position market analysis.

The C3 methodology will streamline the process of making classification decisions and reduce the opportunity for errors and duplicative work. Implementing the new

classification and compensation plan now will allow for more accurate compensation review when the next non-represented market study is conducted.

G. Alternatives/Options

1. Approve the new classifications and compensation plan effective the first full pay period following July 1, 2024, and delegate authority to the County Administrator to finalize classification specifications for the new classifications.
2. Request that staff return with modifications to the new classifications and/or compensation plan.
3. Reject the recommended changes.

IV. RECOMMENDATION

Human Resources staff recommends the approval of the new classifications and compensation plan and the delegation of authority to the County Administrator to finalize the classification specifications.

V. TIMING/IMPLEMENTATION

Following Board action, County staff will begin entering the new classifications and salary plans into budgeting and personnel software and databases, in preparation for the implementation effective the first full pay period following July 1, 2024.

VI. FOLLOW-UP

If approved, Human Resources staff will implement the new classification and compensation plan for non-represented positions and work with departments to create final classification descriptions for all classifications to be reviewed and approved by the County Administrator prior to July 1, 2024. Human Resources Staff will complete the regularly scheduled market analysis for non-represented classifications at the end of 2024.

VII. ATTACHMENTS

1. Board Order 24-01-30-XX
   A. Non-Represented Classifications, Job Codes, and Grade Assignments
   B. Compensation Plan- Non-Represented
   C. Compensation Plan- Non-Represented Physicians
   D. Current Non-Represented Classifications

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 24-01-30-02	In the Matter of Approving a New Classification and Compensation Plan for Non-Represented Positions

WHEREAS, the last time that a comprehensive review of classifications for non-represented positions was performed was in 2006; and

WHEREAS, the classification plan for those non-represented positions has become outdated and is no longer able to meet County objectives; and

WHEREAS, Human Resources has completed a comprehensive review of non-represented positions and classifications, and created a classification and compensation structure designed to meet the County's goals of attracting and retaining excellent employees.

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. The Classification and Compensation Plan for the non-represented positions shall be the classifications listed in Attachment A and compensation plan listed in Attachments B and C, incorporated by this reference, effective the first full pay period following July 1, 2024, eliminating the existing non-represented classifications and job codes listed in Attachment D.

2. Affected employees shall be placed into the new classifications and assigned the step on the salary grade closest to their current wage. In the event that this would result in a wage change, employees shall retain their current rate of pay until their next scheduled merit date.

3. Human Resources is authorized to post under the new Classification Plan those vacant positions which are not to be filled until after the first full pay period following July 1, 2024.

4. Authority is delegated to the County Administrator to approve classification specifications for each of the non-represented classifications listed in Attachment A.

ADOPTED this 30th day of January, 2024.

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Laurie Trieger Chair

Lane County Board of Commissioners

New Non-Represented Classifications, Job Codes, and Salary Grades

Attachment 1-A

	effective July, 2024		
Job Code	**Classification Title**	**Salary Plan**	**Salary Grade**
P001	Budget Analyst	Non-Rep	020
P002	Sr. Budget Analyst	Non-Rep	028
P004	Budget Manager	Non-Rep	079
P011	Executive Assistant	Non-Rep	015
P012	Board Coordinator	Non-Rep	027
P021	Financial Analyst	Non-Rep	020
P022	Sr. Financial Analyst	Non-Rep	028
P023	Financial Services Supervisor	Non-Rep	039
P024	Administrative Supervisor	Non-Rep	046
P025	County Finance Manager	Non-Rep	079
P026	Finance & Admin Manager	Non-Rep	050
P027	Finance & Admin Principle Manager	Non-Rep	061
P031	Grants & Contracts Analyst	Non-Rep	020
P032	Sr. Grants & Contracts Analyst	Non-Rep	028
P051	Behavioral Health Clinical Supervisor	Non-Rep	045
P052	LaneCare Supervisor	Non-Rep	045
P054	Behavioral Health Systems Principle Manager	Non-Rep	061
P055	Behavioral Health Manager	Non-Rep	055
P056	Child Psychiatrist	Non-Rep Physician	006
P057	Psychiatrist	Non-Rep Physician	004
P059	Behavioral Health Principle Manager	Non-Rep	074
P061	Clinic Services Supervisor	Non-Rep	045
P062	Nursing Supervisor	Non-Rep	047
P063	Nursing Manager	Non-Rep	069
P071	Clinical Pharmacist	Non-Rep	089
P072	Clinical Pharmacist Supervisor	Non-Rep	095
P081	Associate Medical Director (Non-Rep)	Non-Rep Physician	003
P082	Medical Director- Behavioral Health	Non-Rep Physician	009
P083	Medical Director- Primary Care	Non-Rep Physician	007
P101	Epidemiologist	Non-Rep	028
P102	Public Health Supervisor	Non-Rep	045
P103	Public Health Nursing Supervisor	Non-Rep	049
P104	County Health Officer	Non-Rep Physician	012
P121	Victim Services Supervisor	Non-Rep	023
P125	Developmental Disabilities Supervisor	Non-Rep	048
P130	Human Services Supervisor	Non-Rep	033
P131	Health & Human Services Manager	Non-Rep	055
P132	Health & Human Services Principle Manager	Non-Rep	070
P133	Health & Human Services Director	Non-Rep	094
P180	Data & Analytics Analyst	Non-Rep	025
P181	Sr. Data & Analytics Analyst	Non-Rep	031
P182	Data & Analytics Supervisor	Non-Rep	045
P190	Quality & Compliance Analyst	Non-Rep	025
P191	Sr. Quality & Compliance Analyst	Non-Rep	031
P192	Quality & Compliance Supervisor	Non-Rep	045

New Non-Represented Classifications, Job Codes, and Salary Grades

Job Code	Classification Title	Salary Plan	Salary Grade
P193	Quality & Compliance Manager	Non-Rep	064
P200	Operational Assistant	Non-Rep	013
P201	Operational Associate	Non-Rep	015
P202	Operational Analyst	Non-Rep	020
P203	Sr. Operational Analyst	Non-Rep	028
P204	Operational Supervisor	Non-Rep	039
P205	Operational Support Supervisor	Non-Rep	021
P206	Operational Manager	Non-Rep	028
P209	Chief of Staff	Non-Rep	061
P210	Business Operations Assistant	Non-Rep	013
P211	Business Operations Specialist	Non-Rep	018
P213	Sr. Business Operations Analyst	Non-Rep	036
P214	Business Operations Supervisor	Non-Rep	033
P217	Chief Operations Officer	Non-Rep	090
P219	Assistant Department Director	Non-Rep	086
P221	Public Information Supervisor	Non-Rep	033
P222	Public Information Officer	Non-Rep	052
P230	Workers Comp Analyst	Non-Rep	027
P240	Human Resources Assistant	Non-Rep	001
P241	Human Resources Specialist	Non-Rep	015
P243	Human Resources Analyst	Non-Rep	034
P244	Sr. Human Resources Analyst	Non-Rep	040
P245	Human Resources Business Partner	Non-Rep	040
P246	Human Resources Supervisor	Non-Rep	040
P247	Human Resources Manager	Non-Rep	056
P249	Chief Human Resources Officer	Non-Rep	091
P252	Events Supervisor	Non-Rep	024
P280	Capital Projects Coordinator	Non-Rep	031
P281	Facilities Supervisor	Non-Rep	033
P282	Capital Planning Supervisor	Non-Rep	045
P283	Capital Planning & Facilities Manager	Non-Rep	059
P300	Sergeant	Non-Rep	053
P301	Lieutenant	Non-Rep	071
P302	Captain	Non-Rep	081
P303	Chief Deputy Sheriff	Non-Rep	088
P311	Search & Rescue Coordinator	Non-Rep	030
P313	Search & Rescue Manager	Non-Rep	071
P321	Public Safety Support Supervisor	Non-Rep	034
P322	Public Safety Support Manager	Non-Rep	057
P330	Investigator	Non-Rep	043
P331	Investigations Supervisor	Non-Rep	053
P341	Medical Legal Death Investigator	Non-Rep	015
P342	Medical Legal Death Investigation Supervisor	Non-Rep	041
P370	Paralegal (County Counsel)	Non-Rep	018
P373	Assistant County Counsel 1	Non-Rep	055
P374	Assistant County Counsel 2	Non-Rep	073

New Non-Represented Classifications, Job Codes, and Salary Grades

Job Code	Classification Title	Salary Plan	Salary Grade
P375	Assistant County Counsel 3	Non-Rep	083
P376	Assistant County Counsel Sr.	Non-Rep	085
P383	Legal Support Supervisor	Non-Rep	021
P384	Mediation Supervisor	Non-Rep	042
P401	Information Technology Supervisor	Non-Rep	051
P403	Information Technology Manager	Non-Rep	072
P406	Chief Information Officer	Non-Rep	090
P410	Radio System Coordinator	Non-Rep	051
P450	Fee Collection Supervisor	Non-Rep	036
P455	Public Works Superintendent	Non-Rep	047
P456	Public Works Manager	Non-Rep	058
P457	Public Works Principle Manager	Non-Rep	067
P458	Public Works Director	Non-Rep	093
P463	Planning Supervisor	Non-Rep	039
P464	Building Supervisor	Non-Rep	033
P501	Youth Services Supervisor	Non-Rep	033
P502	Parole & Probation Supervisor	Non-Rep	051
P503	Community Justice Manager	Non-Rep	052
P504, P504PF	Community Justice Principle Manager	Non-Rep	069
P505	Food & Nutrition Supervisor	Non-Rep	020
P533	Assessment & Taxation Supervisor	Non-Rep	036
P534	Assessment & Taxation Manager	Non-Rep	061
P555	Chief Deputy District Attorney	Non-Rep	092
P581	County Performance Auditor	Non-Rep	056
P582	Law Librarian	Non-Rep	025
P583	Intergovernmental Relations Officer	Non-Rep	068
P584	Elections & Recording Supervisor	Non-Rep	037
P585	Elections & Recording Manager	Non-Rep	047
P586	Elections & Recording Principle Manager	Non-Rep	061
P591	Emergency Coordinator	Non-Rep	032
P593	Emergency Manager	Non-Rep	061
P602	Specialized Program Analyst	Non-Rep	025
P603	Sr. Specialized Program Analyst	Non-Rep	028
P604	Program Management Coordinator	Non-Rep	047
P607	County Program Manager	Non-Rep	052
P608	County Program Officer	Non-Rep	055
P609	Specialized Program Supervisor	Non-Rep	029
P610	Policy Director	Non-Rep	088
V012	Assistant County Administrator	Non-Rep	096

Non-Represented Salary Plan
Effective July 2024

Grade	*Step 1*	*Step 2*	*Step 3*	*Step 4*	*Step 5*	*Step 6*	*Step 7*	*Step 8*	*Step 9*
001	$ 19.44	$ 20.61	$ 21.76	$ 22.90	$ 24.02	$ 25.16	$ 26.33	$ 27.46	$ 28.60
002	$ 19.83	$ 20.98	$ 22.15	$ 23.32	$ 24.50	$ 25.65	$ 26.84	$ 27.99	$ 29.15
003	$ 20.32	$ 21.51	$ 22.70	$ 23.89	$ 25.08	$ 26.27	$ 27.46	$ 28.65	$ 29.87
004	$ 20.83	$ 22.05	$ 23.27	$ 24.49	$ 25.71	$ 26.93	$ 28.15	$ 29.37	$ 30.62
005	$ 21.35	$ 22.60	$ 23.85	$ 25.10	$ 26.35	$ 27.60	$ 28.85	$ 30.10	$ 31.38
006	$ 21.89	$ 23.18	$ 24.47	$ 25.76	$ 27.05	$ 28.34	$ 29.63	$ 30.92	$ 32.18
007	$ 22.44	$ 23.76	$ 25.08	$ 26.40	$ 27.72	$ 29.04	$ 30.36	$ 31.68	$ 32.99
008	$ 23.00	$ 24.35	$ 25.70	$ 27.05	$ 28.40	$ 29.75	$ 31.10	$ 32.45	$ 33.81
009	$ 23.19	$ 24.65	$ 26.09	$ 27.55	$ 29.02	$ 30.45	$ 31.91	$ 33.34	$ 34.80
010	$ 23.88	$ 25.28	$ 26.67	$ 28.09	$ 29.50	$ 30.88	$ 32.28	$ 33.68	$ 35.09
011	$ 24.48	$ 25.92	$ 27.36	$ 28.80	$ 30.24	$ 31.68	$ 33.12	$ 34.56	$ 35.99
012	$ 24.87	$ 26.32	$ 27.76	$ 29.24	$ 30.68	$ 32.14	$ 33.63	$ 35.07	$ 36.55
013	$ 25.14	$ 26.62	$ 28.10	$ 29.59	$ 31.07	$ 32.54	$ 34.01	$ 35.48	$ 36.98
014	$ 25.78	$ 27.29	$ 28.80	$ 30.31	$ 31.82	$ 33.33	$ 34.84	$ 36.35	$ 37.90
015	$ 26.01	$ 27.52	$ 29.05	$ 30.60	$ 32.13	$ 33.64	$ 35.17	$ 36.69	$ 38.22
016	$ 26.66	$ 28.23	$ 29.80	$ 31.37	$ 32.94	$ 34.51	$ 36.08	$ 37.65	$ 39.19
017	$ 26.86	$ 28.43	$ 30.01	$ 31.59	$ 33.18	$ 34.74	$ 36.32	$ 37.89	$ 39.48
018	$ 27.59	$ 29.20	$ 30.81	$ 32.47	$ 33.68	$ 35.68	$ 37.34	$ 38.94	$ 40.58
019	$ 28.29	$ 29.95	$ 31.61	$ 33.27	$ 34.93	$ 36.59	$ 38.25	$ 39.91	$ 41.59
020	$ 28.73	$ 30.42	$ 32.12	$ 33.80	$ 35.50	$ 37.18	$ 38.88	$ 40.58	$ 42.26
021	$ 28.85	$ 30.53	$ 32.12	$ 33.95	$ 35.62	$ 37.34	$ 38.86	$ 40.72	$ 42.43
022	$ 29.58	$ 31.32	$ 33.06	$ 34.80	$ 36.54	$ 38.28	$ 40.02	$ 41.76	$ 43.48
023	$ 30.04	$ 31.79	$ 33.57	$ 35.32	$ 37.10	$ 38.86	$ 40.63	$ 42.40	$ 44.17
024	$ 30.23	$ 32.02	$ 33.78	$ 35.55	$ 37.32	$ 39.10	$ 40.89	$ 42.66	$ 44.44
025	$ 30.61	$ 32.41	$ 34.21	$ 36.00	$ 37.18	$ 39.61	$ 41.41	$ 43.21	$ 45.01
026	$ 31.38	$ 33.22	$ 35.06	$ 36.90	$ 38.74	$ 40.58	$ 42.42	$ 44.26	$ 46.13
027	$ 31.62	$ 33.47	$ 35.33	$ 37.17	$ 39.05	$ 40.91	$ 42.77	$ 44.64	$ 46.48
028	$ 31.69	$ 33.58	$ 35.43	$ 37.29	$ 39.17	$ 41.02	$ 42.89	$ 44.76	$ 46.63
029	$ 32.05	$ 33.93	$ 35.80	$ 37.67	$ 39.57	$ 41.45	$ 43.34	$ 45.23	$ 47.12
030	$ 32.33	$ 34.23	$ 36.13	$ 38.02	$ 39.94	$ 41.83	$ 43.74	$ 45.65	$ 47.54
031	$ 33.12	$ 35.08	$ 37.29	$ 38.97	$ 40.93	$ 42.86	$ 44.82	$ 46.63	$ 48.73
032	$ 33.25	$ 35.22	$ 37.15	$ 39.10	$ 41.06	$ 43.01	$ 44.98	$ 46.92	$ 48.90
033	$ 33.57	$ 35.53	$ 37.52	$ 39.49	$ 41.46	$ 43.44	$ 45.40	$ 47.39	$ 49.37
034	$ 33.63	$ 35.60	$ 37.57	$ 39.55	$ 41.53	$ 43.51	$ 45.48	$ 47.47	$ 49.44
035	$ 34.21	$ 36.20	$ 38.21	$ 40.22	$ 42.24	$ 44.25	$ 46.27	$ 48.28	$ 50.30
036	$ 34.46	$ 36.49	$ 38.51	$ 40.51	$ 42.55	$ 44.58	$ 46.62	$ 48.62	$ 50.67
037	$ 34.70	$ 36.77	$ 38.81	$ 40.84	$ 42.88	$ 44.92	$ 46.96	$ 49.01	$ 51.05
038	$ 35.37	$ 37.45	$ 39.53	$ 41.59	$ 43.67	$ 45.75	$ 47.85	$ 49.92	$ 52.01
039	$ 35.79	$ 37.89	$ 40.00	$ 42.11	$ 44.22	$ 46.33	$ 48.43	$ 50.53	$ 52.62
040	$ 35.98	$ 38.10	$ 40.20	$ 42.29	$ 44.41	$ 46.52	$ 48.66	$ 50.77	$ 52.90
041	$ 36.12	$ 38.28	$ 40.40	$ 42.51	$ 44.66	$ 46.77	$ 48.90	$ 51.03	$ 53.15
042	$ 36.25	$ 38.37	$ 40.51	$ 42.65	$ 44.78	$ 46.90	$ 49.03	$ 51.17	$ 53.33
043	$ 36.30	$ 38.44	$ 40.56	$ 42.68	$ 44.84	$ 46.95	$ 49.09	$ 51.21	$ 53.39
044	$ 36.86	$ 39.03	$ 41.20	$ 43.36	$ 45.55	$ 47.73	$ 49.89	$ 52.05	$ 54.20
045	$ 37.26	$ 39.44	$ 41.65	$ 43.83	$ 46.02	$ 48.22	$ 50.40	$ 52.59	$ 54.79
046	$ 37.49	$ 39.69	$ 41.88	$ 44.07	$ 46.29	$ 48.49	$ 50.70	$ 52.90	$ 55.12

Non-Represented Salary Plan
Effective July 2024

Grade	*Step 1*	*Step 2*	*Step 3*	*Step 4*	*Step 5*	*Step 6*	*Step 7*	*Step 8*	*Step 9*
047	$ 37.65	$ 39.87	$ 42.08	$ 44.29	$ 46.50	$ 48.73	$ 50.53	$ 53.14	$ 55.35
048	$ 38.26	$ 40.50	$ 42.77	$ 45.02	$ 47.27	$ 49.51	$ 51.77	$ 54.02	$ 56.28
049	$ 38.59	$ 40.87	$ 43.13	$ 45.39	$ 47.67	$ 49.94	$ 52.20	$ 54.48	$ 56.73
050	$ 38.97	$ 41.26	$ 43.54	$ 45.84	$ 48.73	$ 50.43	$ 52.71	$ 55.35	$ 57.28
051	$ 39.37	$ 41.69	$ 44.00	$ 46.32	$ 48.64	$ 50.96	$ 53.26	$ 55.60	$ 57.89
052	$ 39.55	$ 41.85	$ 44.19	$ 46.50	$ 48.83	$ 51.15	$ 53.48	$ 55.80	$ 58.14
053	$ 39.61	$ 41.96	$ 44.30	$ 46.62	$ 48.96	$ 51.29	$ 53.62	$ 55.96	$ 58.28
054	$ 40.10	$ 42.46	$ 44.80	$ 47.18	$ 49.53	$ 51.90	$ 54.24	$ 56.59	$ 58.95
055	$ 41.32	$ 43.74	$ 46.50	$ 48.59	$ 51.59	$ 53.47	$ 55.88	$ 58.31	$ 60.75
056	$ 41.42	$ 43.85	$ 46.29	$ 48.72	$ 51.15	$ 53.60	$ 56.03	$ 58.46	$ 62.54
057	$ 41.50	$ 43.96	$ 46.39	$ 48.83	$ 51.28	$ 53.71	$ 56.16	$ 58.60	$ 61.04
058	$ 42.55	$ 45.05	$ 47.53	$ 50.04	$ 52.55	$ 55.06	$ 57.56	$ 60.05	$ 62.54
059	$ 43.36	$ 45.94	$ 48.48	$ 51.02	$ 53.57	$ 56.14	$ 58.69	$ 61.23	$ 63.79
060	$ 43.50	$ 46.05	$ 48.59	$ 51.15	$ 53.70	$ 56.27	$ 58.82	$ 61.39	$ 63.95
061	$ 43.57	$ 46.16	$ 48.72	$ 51.28	$ 53.86	$ 56.39	$ 58.97	$ 61.52	$ 64.08
062	$ 43.87	$ 46.44	$ 49.01	$ 51.59	$ 54.18	$ 56.76	$ 59.33	$ 61.90	$ 64.48
063	$ 44.88	$ 47.53	$ 50.16	$ 52.82	$ 55.47	$ 58.09	$ 60.74	$ 63.36	$ 66.00
064	$ 45.03	$ 47.71	$ 50.34	$ 52.97	$ 55.63	$ 58.28	$ 60.93	$ 63.58	$ 66.22
065	$ 45.76	$ 48.45	$ 51.14	$ 53.86	$ 56.52	$ 59.22	$ 61.90	$ 64.62	$ 67.31
066	$ 45.97	$ 48.69	$ 51.40	$ 54.08	$ 56.80	$ 59.49	$ 62.22	$ 64.91	$ 67.61
067	$ 46.19	$ 48.92	$ 51.64	$ 54.34	$ 57.09	$ 59.77	$ 62.51	$ 65.21	$ 67.93
068	$ 46.28	$ 49.01	$ 51.72	$ 54.44	$ 57.16	$ 59.89	$ 62.62	$ 65.34	$ 68.06
069	$ 46.46	$ 49.19	$ 51.92	$ 54.65	$ 57.36	$ 60.11	$ 62.83	$ 65.58	$ 68.30
070	$ 47.05	$ 49.86	$ 52.61	$ 55.37	$ 58.16	$ 60.89	$ 64.08	$ 66.44	$ 69.21
071	$ 47.26	$ 50.02	$ 52.81	$ 55.58	$ 58.33	$ 61.14	$ 63.90	$ 66.70	$ 69.47
072	$ 47.31	$ 50.10	$ 52.89	$ 55.66	$ 58.45	$ 61.24	$ 64.03	$ 66.80	$ 69.58
073	$ 47.96	$ 50.79	$ 53.61	$ 56.43	$ 59.27	$ 62.08	$ 64.90	$ 67.74	$ 70.54
074	$ 48.05	$ 50.87	$ 53.70	$ 56.54	$ 59.34	$ 62.18	$ 65.00	$ 67.85	$ 70.69
075	$ 48.36	$ 51.22	$ 54.07	$ 56.90	$ 59.77	$ 62.59	$ 65.45	$ 68.29	$ 71.13
076	$ 48.55	$ 51.43	$ 54.27	$ 57.13	$ 59.98	$ 62.85	$ 65.71	$ 68.56	$ 71.41
077	$ 48.81	$ 51.69	$ 54.57	$ 57.42	$ 60.31	$ 63.15	$ 66.05	$ 68.90	$ 71.78
078	$ 50.05	$ 52.99	$ 55.93	$ 58.87	$ 61.81	$ 64.75	$ 67.69	$ 70.63	$ 73.57
079	$ 50.55	$ 53.54	$ 56.51	$ 59.46	$ 62.46	$ 65.41	$ 68.39	$ 71.37	$ 74.34
080	$ 50.85	$ 53.86	$ 56.84	$ 59.81	$ 62.83	$ 65.79	$ 68.81	$ 71.79	$ 74.78
081	$ 51.24	$ 54.26	$ 57.28	$ 60.31	$ 63.30	$ 66.33	$ 69.33	$ 72.38	$ 75.40
082	$ 52.55	$ 55.64	$ 58.73	$ 61.82	$ 64.91	$ 68.00	$ 71.09	$ 74.18	$ 77.25
083	$ 53.73	$ 56.90	$ 60.06	$ 63.22	$ 66.36	$ 69.52	$ 72.69	$ 75.85	$ 78.99
084	$ 55.08	$ 58.32	$ 61.56	$ 64.80	$ 68.04	$ 71.28	$ 74.52	$ 77.76	$ 80.97
085	$ 56.53	$ 59.85	$ 63.18	$ 66.51	$ 69.86	$ 73.17	$ 76.50	$ 79.82	$ 83.15
086	$ 56.70	$ 60.03	$ 63.36	$ 66.70	$ 70.04	$ 73.36	$ 76.70	$ 80.04	$ 83.39
087	$ 58.14	$ 61.56	$ 64.98	$ 68.40	$ 71.82	$ 75.24	$ 78.66	$ 82.08	$ 85.47
088	$ 58.67	$ 62.13	$ 65.59	$ 69.03	$ 72.49	$ 75.94	$ 79.39	$ 82.84	$ 86.31
089	$ 59.89	$ 63.43	$ 66.95	$ 70.45	$ 73.97	$ 77.51	$ 81.04	$ 84.57	$ 88.06
090	$ 60.21	$ 63.73	$ 67.28	$ 70.82	$ 74.36	$ 77.90	$ 81.47	$ 84.98	$ 88.52
091	$ 61.28	$ 64.86	$ 68.49	$ 72.08	$ 75.67	$ 79.27	$ 82.90	$ 86.49	$ 90.09
092	$ 62.59	$ 66.29	$ 69.98	$ 73.65	$ 77.32	$ 81.01	$ 84.70	$ 88.37	$ 92.03

Non-Represented Salary Plan
Effective July 2024

Grade	*Step 1*	*Step 2*	*Step 3*	*Step 4*	*Step 5*	*Step 6*	*Step 7*	*Step 8*	*Step 9*
093	$ 63.10	$ 66.80	$ 70.52	$ 74.25	$ 77.95	$ 81.67	$ 85.36	$ 89.08	$ 92.80
094	$ 64.74	$ 68.55	$ 72.37	$ 76.16	$ 79.99	$ 83.80	$ 87.59	$ 91.41	$ 95.22
095	$ 65.88	$ 70.29	$ 74.18	$ 78.08	$ 81.99	$ 85.88	$ 89.78	$ 93.68	$ 96.85
096	$ 66.39	$ 70.29	$ 74.18	$ 78.08	$ 81.99	$ 85.88	$ 89.78	$ 93.68	$ 97.59
097	$ 68.05	$ 72.05	$ 76.05	$ 80.05	$ 84.05	$ 88.05	$ 92.05	$ 96.05	$ 100.03
098	$ 69.75	$ 73.85	$ 77.95	$ 82.05	$ 86.15	$ 90.25	$ 94.35	$ 98.45	$ 102.53
099	$ 71.49	$ 75.69	$ 79.89	$ 84.09	$ 88.29	$ 92.49	$ 96.69	$ 100.89	$ 105.09

Non-Represented Physicians Salary
Plan Effective July 2024

Grade	*Step 1*	*Step 2*	*Step 3*	*Step 4*	*Step 5*	*Step 6*	*Step 7*	*Step 8*	*Step 9*
1	$ 90.91	$ 95.68	$ 100.45	$ 105.22	$ 109.99	$ 114.76	$ 119.53	$ 124.30	$ 129.09
2	$ 93.18	$ 98.07	$ 102.96	$ 107.85	$ 112.74	$ 117.63	$ 122.52	$ 127.41	$ 132.32
3	$ 95.71	$ 100.50	$ 105.28	$ 110.07	$ 114.86	$ 119.66	$ 124.42	$ 129.20	$ 134.01
4	$ 95.48	$ 100.50	$ 105.53	$ 110.55	$ 115.58	$ 120.59	$ 125.63	$ 130.65	$ 135.67
5	$ 97.90	$ 103.04	$ 108.18	$ 113.32	$ 118.46	$ 123.60	$ 128.74	$ 133.88	$ 139.02
6	$ 100.26	$ 105.51	$ 110.79	$ 116.06	$ 121.35	$ 126.60	$ 131.89	$ 137.18	$ 142.44
7	$ 103.62	$ 108.80	$ 114.00	$ 119.18	$ 124.35	$ 129.56	$ 134.72	$ 139.91	$ 145.11
8	$ 105.35	$ 110.88	$ 116.41	$ 121.94	$ 127.47	$ 133.00	$ 138.53	$ 144.06	$ 149.60
9	$ 107.24	$ 112.60	$ 117.98	$ 123.34	$ 128.69	$ 134.09	$ 139.43	$ 144.80	$ 150.18
10	$ 108.82	$ 114.25	$ 119.71	$ 125.14	$ 130.57	$ 136.04	$ 141.46	$ 146.90	$ 152.37
11	$ 110.63	$ 116.44	$ 122.25	$ 128.06	$ 133.87	$ 139.68	$ 145.49	$ 151.30	$ 157.09
12	$ 112.74	$ 118.36	$ 124.01	$ 129.64	$ 135.27	$ 140.94	$ 146.55	$ 152.19	$ 157.85
13	$ 116.23	$ 122.33	$ 128.43	$ 134.53	$ 140.63	$ 146.73	$ 152.83	$ 158.93	$ 165.05
14	$ 119.14	$ 125.39	$ 131.64	$ 137.89	$ 144.14	$ 150.39	$ 156.64	$ 162.89	$ 169.18
15	$ 122.12	$ 128.53	$ 134.94	$ 141.35	$ 147.76	$ 154.17	$ 160.58	$ 166.99	$ 173.41
16	$ 125.17	$ 131.74	$ 138.31	$ 144.88	$ 151.45	$ 158.02	$ 164.59	$ 171.16	$ 177.74
17	$ 128.30	$ 135.04	$ 141.78	$ 148.52	$ 155.26	$ 162.00	$ 168.74	$ 175.48	$ 182.19
18	$ 131.50	$ 138.40	$ 145.30	$ 152.20	$ 159.10	$ 166.00	$ 172.90	$ 179.80	$ 186.73
19	$ 134.79	$ 141.87	$ 148.95	$ 156.03	$ 163.11	$ 170.19	$ 177.27	$ 184.35	$ 191.40
20	$ 138.17	$ 145.42	$ 152.67	$ 159.92	$ 167.17	$ 174.42	$ 181.67	$ 188.92	$ 196.20

Attachment 1-D

Exisiting Non-Represented Classifications and Job Codes

January 2024

Classification Title	**Job Codes**
Administrative Support Assistant	N7011
Administrative Support Specialist	N7010, N7010B
Administrative Support Supervisor	N7001
Administrative Support Technician	N7012
Assistant County Counsel 1	N4603
Assistant County Counsel 2	N4602
Assistant County Counsel 3	N4601
Assistant County Counsel, Sr.	N4604
Assistant Department Director	N2010, N2011, N2012, N2013
Department Director	N2001, N2001A, N2003, N2003A, N2004, N2005
Investigator	N4620, N4621
Maintenance Trades Supervisor	N6001, N6003
Management Analyst	N4102, N4102A, N4102B, N4102C, N4102D, N4102E
Management Analyst, Sr.	N4100, N4100A, N4101, N4101A, N4101B, N4101C, N4101D, N4101E
Manager	N2030, N2031, N2032, N2032A, N2032C, N2032D, N2032E, N2034, N2034A, N2034C, N2034D, N2034E, N2035, N2036, N2036C, N2036D, N2040, N2041, N2041A, N2042
Manager, Sr.	N2020, N2020A, N2021, N2022, N2022A, N2022B, N2022C, N2022D, N2022E, N2023, N2023A, N2023B, N2023D, N2024, N2024A, N2024B, N2024C, N2025, N2026
Medical-Legal Death Investigator	N4630, N4630A
County Counsel Paralegal	N7030, N7030B
Professional/Technical Supervisor	N4000, N400A, N4001, N4002, N4002A, N4002B, N4002C, N4003, N4004, N4004C, N4004D, N4005, N4006, N4006B, N4006C, N4006F, N4007, N4008, N4008A, N4009
Program Manager	N3001, N3001A, N3001B, N3002, N3002A, N3002B, N3002C, N3002D, N3002E, N3003, N3003A, N3005, N3005N, N3005P
Program Specialist	N3033, N3033A, N3033B, N3033C
Program Specialist, Sr.	N3031, N3031A, N3031B, N3032
Program Supervisor	N3012, N3013, N3014, N3014B, N3015, N3015C, N3016, N3016A, N3016B, N3016C, N3016D, N3017, N3017D
Public Safety Support Supervisor	N5020, N5020E, N5020F, N5021
Sergeant	N5010, N5010D
Psychiatrist	N4500, N4503
Clinical Pharmacist	N4800

Non-Represented Position Classification Plan

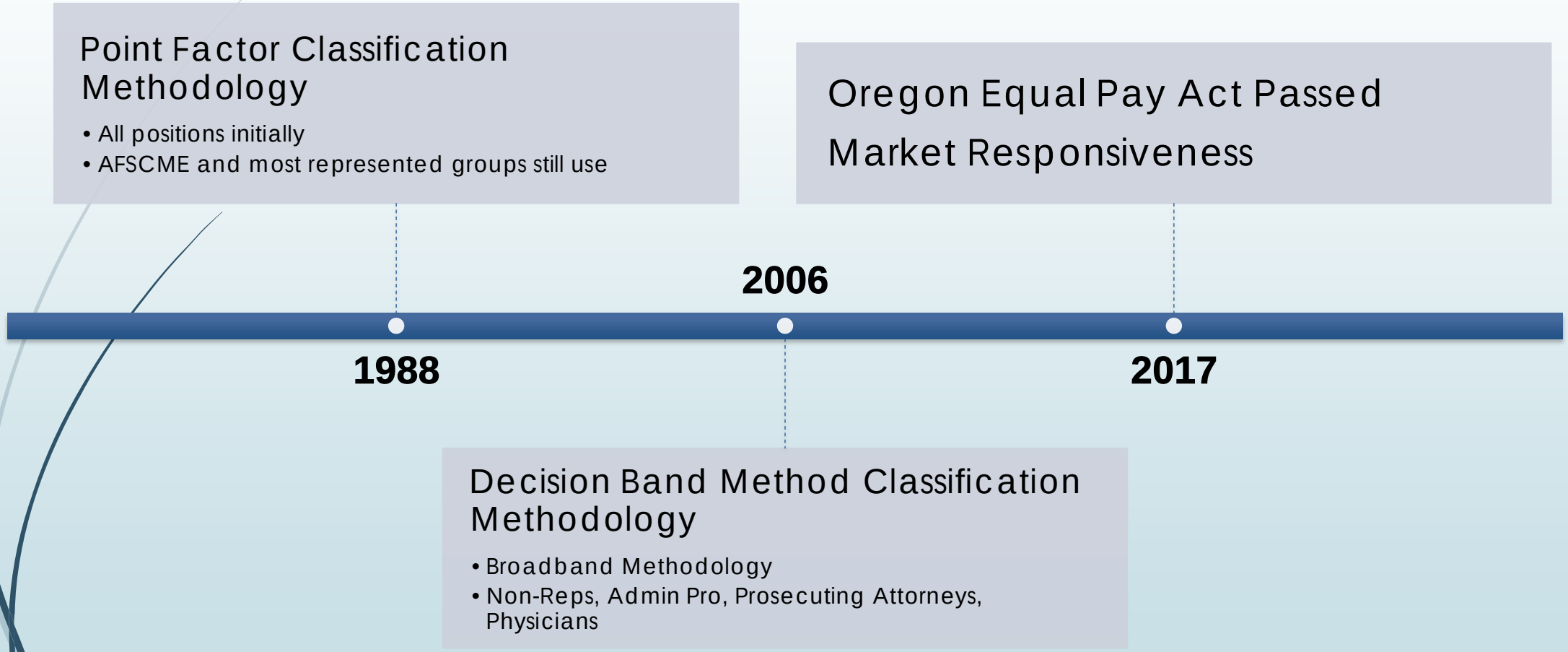
January 30th, 2024

What is a Classification Plan

"A classification may contain one or more positions and all positions in the same classification shall be sufficiently alike to permit the use of a single descriptive title, a general statement of duties, the same qualifications requirements, and the same pay range."

-Lane Code 2.020.025

History


Point Factor Classification Methodology
• All positions initially
• AFSCME and most represented groups still use
Oregon Equal Pay Act Passed
Market Responsiveness
2006
1988
2017
Decision Band Method Classification Methodology
• Broadband Methodology
• Non-Reps, Admin Pro, Prosecuting Attorneys, Physicians

Process

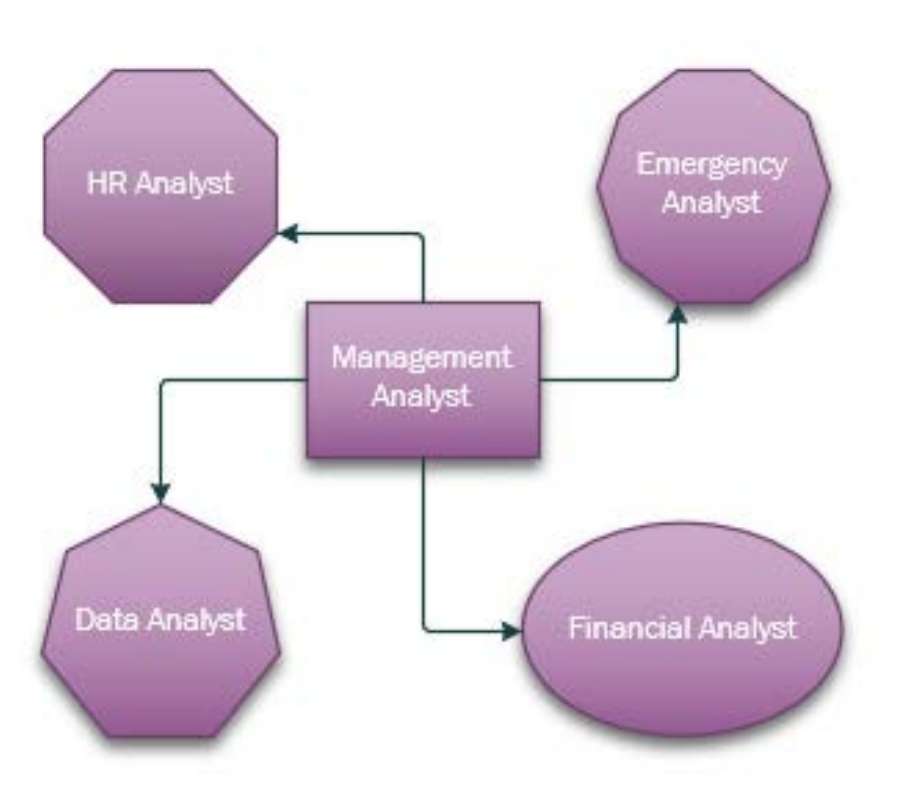
Complete

- Values Survey and Methodology Design
- Job Analysis Survey
- Position Analysis
- Position Grouping and Classification Identification

In Progress/Upcoming

- Drafting of Classification Specifications (by July 2024)

New Classifications



Compensation Plan

Plan	Grade	Step 1	Step 2
NRP	C41	$ 28.17	$ 29.82
NRP	C42	$ 29.64	$ 31.39
NRP	C43	$ 31.07	$ 32.92
NRP	C44	$ 32.91	$ 34.83
NRPA	C41	$ 29.45	$ 31.17
NRPA	C42	$ 31.42	$ 33.26
NRPA	C43	$ 32.47	$ 34.39
NRPB	C41	$ 30.01	$ 31.77
NRPB	C42	$ 32.60	$ 34.53
NRPB	C43	$ 34.02	$ 36.05

Grade	Step 1	Step 2
20	$ 28.17	$ 29.82
21	$ 28.28	$ 29.93
22	$ 29.00	$ 30.70
23	$ 29.45	$ 31.17
24	$ 29.64	$ 31.39
25	$ 30.01	$ 31.77
26	$ 30.77	$ 32.58
27	$ 31.00	$ 32.81
28	$ 31.07	$ 32.92
29	$ 31.42	$ 33.26
30	$ 31.70	$ 33.56
31	$ 32.47	$ 34.39
32	$ 32.60	$ 34.53
33	$ 32.91	$ 34.83
34	$ 32.97	$ 34.90
35	$ 33.54	$ 35.49
36	$ 33.78	$ 35.77
37	$ 34.02	$ 36.05

Next Steps and Timeline

January 2024

- Board Discussion and recommendation of new classification plan approval

Spring 2024

- Entry into Budget & HR software
- Finalizing of classification specifications

July 2024

- New classifications effective

Fall 2024

- Non-Rep Market Compensation Review

Questions?

Comments?

Thoughts?