

**RESOLUTION AUTHORIZING IMPLEMENTATION OF EMPLOYEE
CLASSIFICATION AND COMPENSATION ANALYSIS CONDUCTED BY FOX
LAWSON AND ASSOCIATES**

WHEREAS, Resolution No. 33-13, adopted by the Sauk County Board of Supervisors, authorized an operational analysis of the Sauk County Classification and Compensation Plan for employees (excluding represented members of the Wisconsin Professional Police Association); and,

WHEREAS, Fox Lawson and Associates, (a division of Gallagher Benefit Services, Inc.) has presented the attached job classification recommendations, as well as recommendations for commensurate wage/salary ranges; and,

WHEREAS, the operational analysis evaluated and analyzed approximately two hundred (200) job classifications, and performed a market sampling from approximately fifty (50) benchmark positions in the public and private sectors; and,

WHEREAS, the initial analysis identified a moderate number of positions that required adjustments, however also indicated that the County's compensation levels are not currently competitive with market rates; and,

WHEREAS, wages for the affected employees have been frozen for many of the last four years; and,

WHEREAS, the following phases of the Classification and Compensation Analysis have been completed:

- Phase 1: Classification Study - Consultant conducted informational meetings with employees regarding specific method used for position evaluation. Consultant review of all job descriptions and classifications; identification of related questions. Preparation of new or revised job descriptions and recommend any reclassifications of current classifications based upon redefining/restructuring of existing classifications.
- Phase 2: Job Evaluation Study - The consultant application of the Decision Band Method (DBM) to job classifications. Reviewed new classifications and determined classifications for internal and external equity. Consultant recommendation of appropriate pay levels and placement of positions.
- Phase 3: Compensation Study – Consultant selection of benchmark jobs, collection of market data, development of preliminary wage structure. Meetings conducted with Department Heads regarding initial wage structure and position placement.
- Phase 4: Final Report - Consultant review initial wage structure, findings and report for presentation to Sauk County Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, and the wage structure implementation of the Classification and Compensation Analysis be adopted effective the respective pay period that includes August 1, 2014 (exact dates consistent with current pay cycles).

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For consideration by the Sauk County Board of Supervisors on June 17, 2014.

Respectfully submitted,

FINANCE COMMITTEE

TOMMY LEE BYCHINSKI

JOAN FORDHAM

MARTIN KRUEGER

WALLY CZUPRYNKO

ANDREA LOMBARD

PERSONNEL COMMITTEE

TIM MEISTER

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MICHELLE DENT

Fiscal Note: The anticipated cost of the wage structure implementation of the non-represented pay plan for 2014 is \$623,003 (based on August, 2014 implementation). Some of this cost may be recouped by grants or other outside funding, so the 2014 tax levy impact is estimated to be \$580,505. Funds totaling \$1,099,188 are included in the non-departmental accounts of the 2014 budget.

	Wage Increase	Wage-Related Costs Increase*	Total Cost Increase	Levy Impact
August 2014 to Yearend	\$538,216	\$84,787	\$623,003	\$580,505
Annualized	\$1,291,719	\$203,488	\$1,495,207	\$1,393,213

* Wage-Related Costs include: Social Security, Medicare tax, Retirement, Workers Compensation
Employee classification appeals will occur after plan adoption.

VPB

MIS Note: No MIS impact.

	75th Percentile							
	# of Employees Not Receiving an Increase	# of Employees Receiving an Increase	Total # of Employees	Annualized Wage Increase	Annualized Wage-Related Costs* Increase	Annualized Total Cost Increase	Annualized Levy Impact**	Levy Impact August 1 to Yearend
Accounting	0	3	3	\$5,016	\$739	\$5,755	\$5,755	\$2,398
Administrative Coordinator	0	1.5	1.5	\$5,785	\$853	\$6,638	\$6,638	\$2,766
ADRC	0	14	14	\$85,522	\$13,500	\$99,022	\$99,022	\$41,259
Airport	0	1	1	\$8,030	\$1,270	\$9,301	\$3,162	\$1,318
Child Support	0	11	11	\$33,962	\$5,006	\$38,968	\$13,249	\$5,520
Circuit Courts	0	3	3	\$10,903	\$1,607	\$12,510	\$12,510	\$5,212
Clerk of Courts	0	12	12	\$15,865	\$2,339	\$18,204	\$18,204	\$7,585
Corporation Counsel	0	6	6	\$14,164	\$2,088	\$16,252	\$16,252	\$6,772
County Clerk	0	2	2	\$297	\$44	\$340	\$340	\$142
Court Commissioner	0	2	2	\$3,363	\$496	\$3,859	\$3,859	\$1,608
Conservation, Planning & Zoning	0	12	12	\$55,666	\$8,655	\$64,321	\$64,321	\$26,801
District Attorney	0	8	8	\$23,080	\$3,402	\$26,482	\$26,482	\$11,034
Emergency Management, Buildings & Safety	0	11	11	\$32,784	\$5,452	\$38,236	\$38,236	\$15,932
Health Care Center	1	132	133	\$242,862	\$38,174	\$281,036	\$281,036	\$117,098
Highway	0	57	57	\$94,064	\$15,394	\$109,458	\$58,932	\$24,555
Human Services	0	97	97	\$344,396	\$53,330	\$397,727	\$397,727	\$165,719
MIS	0	10	10	\$46,887	\$7,003	\$53,890	\$53,890	\$22,454
Parks	0	2	2	\$7,100	\$1,123	\$8,223	\$8,223	\$3,426
Personnel	0	3.5	3.5	\$17,578	\$2,591	\$20,169	\$20,169	\$8,404
Probate	0	2	2	\$1,032	\$152	\$1,184	\$1,184	\$493
Public Health, Home Care, WIC, Environmental Health	0	24	24	\$90,182	\$14,204	\$104,386	\$84,776	\$35,323
Register of Deeds	0	2	2	\$2,763	\$407	\$3,170	\$3,170	\$1,321
Sheriff	0	50	50	\$108,547	\$19,406	\$127,953	\$127,953	\$53,314
Treasurer	0	6	6	\$20,551	\$3,029	\$23,580	\$23,580	\$9,825
UW-Extension	0	2	2	\$6,271	\$924	\$7,195	\$7,195	\$2,998
Veterans	0	3	3	\$15,049	\$2,300	\$17,349	\$17,349	\$7,229
Grand Total	1	477	478	\$1,291,719	\$203,488	\$1,495,207	\$1,393,213	\$580,505

* Wage-Related Costs include: Social Security, Medicare tax, Retirement, Workers Compensation

** Some departments and/or programs receive outside funding that offsets the levy impact of increased costs.

Compensation Analysis – Proposed Salary Structure (75th Percentile)

DBM Rating	Minimum	Midpoint	Maximum	Range Spread
A11	\$12.07	\$13.88	\$15.69	30%
A12	\$13.83	\$15.91	\$17.99	30%
A13	\$15.60	\$17.94	\$20.28	30%
B21	\$17.00	\$19.98	\$22.96	35%
B22	\$18.73	\$22.01	\$25.29	35%
B23	\$20.46	\$24.04	\$27.62	35%
B24/B31	\$22.62	\$26.58	\$30.54	35%
B25/B32	\$25.22	\$29.63	\$34.04	35%
C41	\$26.82	\$32.18	\$37.54	40%
C42	\$28.51	\$34.21	\$39.91	40%
C43	\$30.20	\$36.24	\$42.28	40%
C44/C51	\$32.32	\$38.78	\$45.24	40%
C45/C52	\$34.86	\$41.83	\$48.80	40%
D61	\$35.50	\$44.38	\$53.26	50%
D62	\$37.13	\$46.41	\$55.69	50%
D63	\$38.75	\$48.44	\$58.13	50%
D64/D71	\$40.78	\$50.98	\$61.18	50%
D65/D72	\$43.22	\$54.03	\$64.84	50%
E81	\$43.52	\$56.58	\$69.64	60%
E82	\$45.08	\$58.61	\$72.14	60%
E83	\$46.65	\$60.64	\$74.63	60%