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RESOLUTION #39-2013

Resolution offered by the Supervisor Scott Holewinski

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

WHEREAS, the Wisconsin Legislature substantially revised the labor relations statutes impacting job classifications, compensation and related matters for the County's non-protective service staff resulting in a County obligation to analyze, classify and compensate these positions appropriately; and

WHEREAS, the compensation structures currently covering its job classifications are not internally consistent and have not been linked to both private and public sector market rates; and

WHEREAS, the County wishes to enter into an agreement with Consultant Carlson Dettmann to provide professional consulting services for a comprehensive assessment of the County's current classification/compensation program for these classifications, as well as a market analysis for wages in comparable jobs in the County's competitive market and design a new salary plan; and

NOW, THEREFORE, BE IT RESOLVED, by the Oneida County Board of Supervisors that the County shall contract with the consultant for the following services:

Scope of Services. The Consultant shall provide to the County consulting services as follows:

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- a) Review and analyze relevant organizational values and concerns. Determine current organizational needs in regards to a classification and compensation system.
 - b) Conduct project orientation sessions for staff to explain the scope of the project, our methods, and each employee's role.
 - c) Assist the County in developing a total compensation measurement method that will support the strategic management of its pay plans.
 - d) Document position responsibilities for all staff.
 - e) Apply the Carlson Dettmann Consulting Point Factor Job Evaluation system to up to 120 job classifications to balance internal relationships with market factors.
 - f) Determine desired total compensation policy; i.e., the appropriate relationship between pay and benefits, the appropriate market(s), and the County's intended target for pay practices in relation to the market.
 - g) Conduct marketplace research to determine appropriate competitive compensation (base pay) relationships so the County can successfully recruit/retain highly qualified employees.

- 45 h) Comment on the quality and cost of the County's benefit programs and the
 46 degree to which it complements the County's total compensation philosophy.
- 47 i) Design pay range options that are consistent with the County's pay policy and
 48 reflect appropriate pay practices for public sector employees at these levels.
- 49 j) Recommend allocations of each position to an appropriate pay grade based
 50 on appropriate internal equity and marketplace considerations. (To the extent
 51 that wages are bargained collectively, these are intended to guide future
 52 negotiations.)
- 53 k) Discuss with County leadership the issue of pay progression with appropriate
 54 consideration for both length of service and performance. Make
 55 recommendations based on the identified pay philosophy, feasibility and
 56 affordability.
- 57 l) Review supporting pay administration policies, including overtime pay status
 58 and related policies.
- 59 m) Review the current process for internal maintenance of the classification and
 60 compensation system, making recommendations as appropriate.
- 61 n) Conduct classification appeals following adoption of a new plan by Client.
 62 Appeals must be submitted within 30 days of plan adoption.

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 64 Report. Consultant will submit findings and recommendations approximately 120
 65 days following approval of this agreement, with a full report to follow the County's
 66 opportunity to review and comment, as well as a presentation to the County Board
 67 of Supervisors for adoption.

68 **BE IT FURTHER RESOLVED**, that the County shall pay the Consultant the
 69 total amount of \$37,500 for performance of the above services, inclusive of any "out-
 70 of-pocket" expenses for mileage, meals and lodging. The County shall pay Consultant
 71 in five equal installments, with the first payment on commencement of the project, and
 72 the second, third and fourth installment at the beginning of each respective month of
 73 the project, and with the final installment upon receipt of Consultant's final report and
 74 recommendations. A discount of \$5000 can be earned by the Human Resources
 75 Director working with the consultant to organize a public/private sector survey in your
 76 region.

77 **BE IT FURTHER RESOLVED**, that the funds shall come from the Contingency
 78 Fund account.

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 80 Vote Required: Majority = _____ 2/3 Majority = _____ 3/4 Majority = _____

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 82 The County Board has the legal authority to adopt: Yes _____ No _____ as reviewed
 83 by the Corporation Counsel, _____, Date:
 84 _____

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 86 Approved by Supervisor Scott Holewinski this _____ day of _____, 2013.

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Consent Agenda Item: _____ YES _____ NO

Offered and passage moved by: _____
Supervisor

Seconded by: _____
Supervisor

_____ Ayes

_____ Nays

_____ Absent

_____ Abstain

_____ Adopted

by the County Board of Supervisors this _____ day _____, 2013.

_____ Defeated

Mary Bartelt, County Clerk

Ted Cushing, County Board Chair