



LANE COUNTY

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Memorandum Date: May 8, 2014

TO: Lane County Budget Committee

DEPARTMENT: Human Resources

PRESENTED BY: Howard Schussler, Interm Human Resources Director

AGENDA ITEM TITLE: **IN THE MATTER OF ADJUSTING THE SALARIES AND BENEFITS OF LANE COUNTY BOARD OF COMMISSIONERS**

I. MOTION

APPROVE THE RECOMMENDATION OF THE LANE COUNTY ELECTED OFFICIALS COMPENSATION BOARD IN THE MATTER OF ADJUSTING THE SALARIES AND BENEFITS OF LANE COUNTY'S COMMISSIONERS

II. AGENDA ITEM SUMMARY

The Budget Committee is being asked to approve the recommendations of the Lane County Elected Officials Compensation Board (EOCB) for changes to the total compensation for the County Board of Commissioners. The recommendation is to increase the salary and the deferred compensation contribution of the Commissioners by one per-cent (1%) the first year and the following year increase the salary and deferred compensation contribution of the Commissioners by two per-cent (2%).

Attachment A is the compensation survey used for the EOCB's deliberations.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

Compensation for Lane County's elected officials is governed by Lane Manual 3.600, which requires the Human Resources Director to convene the Elected Officials Compensation Board at least once each year in which there is held a general election. The EOCB must meet initially by July 31 and if there are recommendations that could result in increases for the Board of Commissioners, those recommendations must be reviewed by the

Lane County Budget Committee. If the Budget Committee recommends changes to the Commissioners' compensation, it must then be approved by the Board of Commissioners. Recommendations that may impact the other elected officials (non-Board) go directly to the Board of Commissioners.

Any changes to the Board of Commissioners' compensation do not take effect until January 1 of the year following the general election. Changes to the other elected officials' compensation can take effect immediately, can be retroactive, or can have future implementation timelines.

B. Policy Issues

Section 27 of the Lane County Charter sets the timeline under which increases to the Board members' compensation may take place:

"The compensation for the services of a county officer or employee shall be whatever amount the board of county commissioners fixes, but no increase in the compensation of a member of the board may take effect prior to the first odd-numbered year after the first general election after the increase is authorized."

Section 28 (4) of the Lane County Charter requires that "the Board of County Commissioners shall maintain a system of personnel administration, including appeal procedures, in which each person in that service shall receive equitable compensation fixed on the basis of

- (i) competence in the position with the county,
- (ii) record of service there and elsewhere,
- (iii) the range of compensation paid others by public and private employers for comparable service
- (iv) the county's financial condition and policies, and
- (v) other factors relevant to the determination of what is fair compensation for the individual."

In addition, Lane Manual Section 3.600 states that "the Compensation Board shall consider at least the following when determining the compensation schedule:

- (a) The compensation paid to persons comparably employed by the State of Oregon; local public bodies, private businesses, non-profit agencies, and/or other counties within a labor market deemed appropriate by the Compensation Board for each elected officer.
- (b) The number of employees supervised; the size of the budget administered by each elective officer; the duties and responsibilities of each elective officer; and the compensation paid to subordinates and other appointed employees who serve in positions of comparable management responsibility. In any event, the Sheriff's compensation shall be fixed in an amount which is not less than that for any member of the Department of Public Safety.

(c) "Compensation" is to be evaluated on the basis of the total compensation received, as relevant to the particular elected position.

C. Board Goals

In 2006 and 2008, the Board affirmed the methodology to be used in determining each elected official position's compensation. This methodology was used by the current Compensation Board:

- For the County Commissioners, use average of other comparable counties.

Since 2002, the Board has also indexed compensation changes for elected officials to those approved for other Lane County non-represented employees. Non-represented employees did not receive a cost of living adjustment in 2009, 2010, 2011, 2012 or 2013. A cost of living adjustment has not been approved for 2014 at this time.

D. Analysis

Attachment A indicates that the Commissioners are currently 9.47% below the average total compensation of other commissioners in comparable Oregon counties. Cost of living adjustments (COLA) have not been approved for the Commissioners since the 2008 2% COLA approved for non-represented employees.

The recommended adjustments will not align Lane County with the average market salary however approval of the recommendations are a step towards equitable placement within the average market compensation rates.

E. Alternatives/Options

There are two options open to the Budget Committee:

1. Adjust the salary and deferred compensation of the Commissioners by one per-cent (1%)(1% + 1%). The following year increase the salary and deferred compensation of the Commissioners by two per-cent (2%) (2% + 2%). The first adjustment would be effective the first full pay period following January 1, 2015.
2. Adjust the salary and deferred compensation of the Commissioners by some other amount.

3. Do not approve the motion and do not make any changes to the commissioners' compensation.

IV. TIMING/IMPLEMENTATION

Staff will forward the Budget Committee's recommendations to the Board of Commissioners as soon as possible.

V. RECOMMENDATION

Based on the Elected Officials Compensation Board recommendation, Option 1 above.

VI. FOLLOW-UP

Staff will schedule this item for a Board of Commissioner's meeting.

VII. ATTACHMENTS

Attachment A: Compensation Survey