



## LANE COUNTY

PUBLIC SERVICE BUILDING / 125 EAST 8<sup>TH</sup> AVENUE / EUGENE, OR 97401 / (541) 682-4203 / FAX (541) 682-4616

### LANE COUNTY ELECTED OFFICIAL COMPENSATION BOARD AGENDA

Wednesday, January 25, 2023

3:30 p.m. – 5:00 p.m.

Remote- Zoom

1. CALL TO ORDER
2. INTRODUCTIONS
3. REVIEW AND APPROVAL OF AGENDA
4. PUBLIC COMMENT – 3 minutes each or other time allotment as determined by Board
5. DISCUSSION AND DELIBERATIONS
  - a. Staff Overview of Reports
6. RECOMMENDATIONS AND RESOLUTIONS
7. ADJOURN

#### **Attendees:**

Joshua Burstein – HR Manager, LCOG

Cheri Billard – VP of Human Resources, UO Foundation

Penny Daugherty – Retired Director of AA & EEOC, University of Oregon

Janice Reynolds – Director of Human Resources, United Way of Lane County

Eliza Kashinsky – Sr. Classification and Compensation Analyst, Lane County – Staff

#### **Access Information**

Elected Officials Compensation Board will conduct its meetings remotely. To participate, please click on the link below to join the meeting.

<https://us06web.zoom.us/j/87259109658?pwd=Rm1ma2lxZHlsdUZocUICK2lqT1pMQT09>

Passcode: 897177

Or One tap mobile :

US: +12063379723,,87259109658# or +12532158782,,87259109658#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 206 337 9723 or +1 253 215 8782

Webinar ID: 872 5910 9658

International numbers available: <https://us06web.zoom.us/j/kca5v3luO>

Audience participants will be automatically muted and have cameras turned off. However, the Chair will provide the opportunity speakers during the public comment portion of the meeting. When your name is called your microphone will be unmuted and you will be given a specified amount of time to provide public comment.

Elected Officials Compensation Board  
January 25<sup>th</sup>, 2023 meeting

**Packet Contents**

Elected Officials Compensation Board Members.....	3
Lane County Elected Officials & Terms of Office.....	4
Lane County Compensation Updates.....	5
Lane County Compensation Survey December 2022.....	6
Salary Compression Report.....	12
Lane County Department Director Salaries.....	13
Board Orders for Previous Elected Officials Compensation Adjustments.....	14
Lane County Department Overview.....	18
Lane County Cost of Living Adjustment and Compensation- Historical.....	21
Public Meetings- Summary of the law.....	25
Lane Manual: 3.100.010 Elected Officials Compensation Board.....	27
ORS Chapter 204- County Officers.....	28
Compensation of County Officers, Deputies and Other Employees.....	31

## Current Elected Officials Compensation Board Members

- **Joshua Burstein, Chair**- Human Resources Manager, LCOG—returning member  
Term: January 1, 2022 to December 31, 2025
- **Cheri Billard**- Vice President of Human Resources, UO Foundation—returning member  
Term: January 1, 2022 to December 31, 2025
- **Penny Daugherty**- Director of Affirmative Action & Equal Opportunity (Retired), University of Oregon—returning member  
Term: January 1, 2022 to December 31, 2025
- **Janice Reynolds**- Director of Human Resources, United Way of Lane County—returning member  
Term: September 9, 2021 to December 31, 2024
- **Vacant Position**

## Lane County Elected Officials and Current Terms of Office

**Assessor: (4-year term)**

Mary Vuksich-Shafer, 1/1/2023-12/31/2026

**District Attorney: (4-year term)**

Patty Perlow, 1/1/2021-12/31/2024

**Justice of the Peace: (6-year term)**

Richard Brissenden, 1/1/2023-12/31/2028

**Sheriff: (4-year term)**

Cliff Harrold, 1/1/2021-12/31/2024

**Commissioners: (4-year term)**

Position 1- Ryan Ceniga, 1/1/2023-12/31/2026

Position 2- David Loveall, 1/1/2023-12/31/2026

Position 3- Laurie Trieger, 1/1/2021-12/31/2024

Position 4- Pat Farr, 1/1/2021-12/31/2024

Position 5- Heather Buck, 1/1/2023-12/31/2026

At the November general election the commissioners shall be elected as provided for in this charter. Commissioner position numbers 3 and 4 shall be elected at the November general election of presidential elections years and commissioner position numbers 1, 2, and 5 shall be elected at the November general election of non-presidential election years.

**Lane County Compensation Updates****Elected Officials:**

- Board of County Commissioners – Last increase 2% on 1/1/2020
- Assessor – Last increase 10.72% on 1/1/2022
  - New Assessor sworn in January 2023. Previous Assessor serving as Deputy Assessor during transition, and then
- District Attorney – Last increase 32.17% on 1/1/2022 on County stipend.
- Justice of the Peace – Last increase 19.15% on 1/1/2022
- Sheriff – Last increase 13.16% on 1/1/2022. Per ORS 204.112(4) “the Sheriff’s salary shall be a fixed amount which is not less than that for any member of the Sheriff’s department.”

**Non-Represented Employees:** 2% increase on 1/1/2023

**Bargaining Units:** Currently in negotiations with Admin Pro, and will be bargaining with AFSCME Physicians in 2023. 2% COLAs for other units 7/1/2022, and scheduled for 7/1/2023. See COLA MATRIX for further details/history.

Lane County Assessor Compensation Survey December 2022

County	Clackamas	Deschutes	Jackson	Marion	Washington	Lane	Comps 2022 Average	Comps vs Lane Co
Demographics								
County Population	430,483	203,390	226,123	348,616	605,036	381,635	362,730	
County FTE	2,382	1233.51	938	1641.03	2336.9	1968.05	1,706	
Department Personnel Services Budget	\$7,509,956	\$4,679,694	\$3,275,725	\$6,033,594	\$13,087,909	\$5,388,401	\$6,917,376	
Department FTE	54.00	35.26	33.50	55.00	109.00	50.00	57.35	
Notes		No Tax Collection	No Tax Collection	No Tax Collection	Not elected, includes Tax Collection; position filled in 2022 at 60% higher base comp	Newly elected Assessor started Jan 2022. Deputy Assessor position will be eliminated after transition		
Compensation								
Annual Base Salary	\$145,668.00	\$155,160.00	\$123,888.00	\$138,108.00	\$193,752.00	\$133,648.00	\$151,315.20	-13.2%
Deferred Compensation	6.27%	3.00%	0.00%	7.50%	0.00%	2.00%		
Employer PERS Contribution	6.00%	6.00%	6.00%	6.00%	0.00%	6.00%		
Most recent COLA	4.5%	10.0%		5.00%	4.50%	2.00%		
COLA Effective Date	7/1/2022	7/1/2022		7/1/2022	7/1/2022	1/11/2020		
Projected COLAs	Unknown	Unknown	Unknown	Unknown	Unknown			
Salary Adjustment/Date				Unknown	None	1/8/2022 (10.72%)		
Base Salary w/ Def. Comp & PERS	\$163,541.46	\$169,124.40	\$131,321.28	\$156,752.58	\$193,752.00	\$144,339.84	\$162,898.34	-12.9%
Vacation/Sick Leave	\$0.00	\$0.00	\$0.00	\$16,201.13	\$22,356.00	\$0.00		
Holidays	\$0.00	\$6,564.46	\$0.00	\$6,374.22	\$8,197.20	\$0.00		
Base Salary, Retirement, Time Off	\$163,541.46	\$175,688.86	\$131,321.28	\$179,327.93	\$224,305.20	\$144,339.84	\$174,836.95	-21.1%
Annual Phone / PDA / Tech	\$0.00	\$900.00	\$0.00	\$0.00	\$660.00	\$0.00		
Annual Housing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Annual Auto	\$0.00	\$0.00	\$0.00	\$0.00	\$4,260.00	\$7,500.00		
Total Comp w/o insurance	\$163,541.46	\$176,588.86	\$131,321.28	\$179,327.93	\$229,225.20	\$151,839.84	\$176,000.95	-15.9%
Insurance								
Employee Contribution Required/Monthly*	\$128.56	\$90.00	\$49.45	\$222.32	\$216.82	\$70.00		
Employee Annual Premium Amount	\$1,580.40	\$1,080.00	\$593.40	\$2,079.84	\$2,778.60	\$840.00		
Employer paid % of total premium	95%	flat rate	flat rate	flat rate	90/95%	Flat		
Life Insurance- Employer or employee paid?	Employer, \$150,000	Employer, 1X salary	Employer, 2X salary	Employer, 1X salary	Employer 1.5X salary, max \$400K	Employer 2X salary, max \$250K		
STD/LTD- Employer or employee paid?	Yes	Yes	LTD	Yes	LTD	LTD		
Total Comp w/Insurance Contributions	\$161,961.06	\$175,508.86	\$130,727.88	\$177,248.09	\$226,446.60	\$150,999.84	\$174,378.50	-15.5%

NOTES

\*Based on highest possible contribution level

Compression Review		
N/A	% Differential w/ Deputy Assessor	
2.3%	% Differential w/ Property Tax Manager	

Lane County Assessor Compensation Survey December 2022 -- Elected Assessors Only

County	Clackamas	Deschutes	Jackson	Marion	Washington	Lane	Comps 2022 Average	Comps vs Lane Co
Demographics								
County Population	430,483	203,390	226,123	348,616	605,036	381,635	362,730	
County FTE	2,382	1233.51	938	1641.03	2336.9	1968.05	1,706	
Department Personnel Services Budget	\$7,509,956	\$4,679,694	\$3,275,725	\$6,033,594	\$13,087,909	\$5,388,401	\$6,917,376	
Department FTE	54.00	35.26	33.50	55.00	109.00	50.00	57.35	
Notes		No Tax Collection	No Tax Collection	No Tax Collection	Not elected, includes Tax Collection; position filled in 2022 at 60% higher base comp			
Compensation								
Annual Base Salary	\$145,668.00	\$155,160.00	\$123,888.00	\$138,108.00		\$133,648.00	\$140,706.00	-5.3%
Deferred Compensation	6.27%	3.00%	0.00%	7.50%		2.00%		
Employer PERS Contribution	6.00%	6.00%	6.00%	6.00%		6.00%		
Most recent COLA	4.5%	10.0%		5.00%		2.00%		
COLA Effective Date	7/1/2022	7/1/2022		7/1/2022		1/11/2020		
Projected COLAs	Unknown	Unknown	Unknown	Unknown				
Salary Adjustment/Date				Unknown		1/8/2022 (10.72%)		
Base Salary w/ Def. Comp & PERS	\$163,541.46	\$169,124.40	\$131,321.28	\$156,752.58		\$144,339.84	\$155,184.93	-7.5%
Vacation/Sick Leave	\$0.00	\$0.00	\$0.00	\$16,201.13		\$0.00		
Holidays	\$0.00	\$6,564.46	\$0.00	\$6,374.22		\$0.00		
Base Salary, Retirement, Time Off	\$163,541.46	\$175,688.86	\$131,321.28	\$179,327.93		\$144,339.84	\$162,469.88	-12.6%
Annual Phone / PDA / Tech	\$0.00	\$900.00	\$0.00	\$0.00		\$840.00		
Annual Housing	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
Annual Auto	\$0.00	\$0.00	\$0.00	\$0.00		\$7,500.00		
Total Comp w/o insurance	\$163,541.46	\$176,588.86	\$131,321.28	\$179,327.93		\$152,679.84	\$162,694.88	-6.6%
Insurance								
Employee Contribution Required/Monthly*	\$128.56	\$90.00	\$49.45	\$222.32		\$70.00		
Total Comp w/Insurance Contributions	\$161,961.06	\$175,508.86	\$130,727.88	\$177,248.09		\$151,839.84	\$161,361.47	-6.3%

NOTES

*\*Based on highest possible contribution level*

Calculations to Match to Avg Total Compensation								
						Compression Review		
						N/A	% Differential w/ Deputy Assessor	
						2.3%	% Differential w/ Property Tax Manager	

Lane County Commissioner Compensation Survey December 2022

County	Clackamas	Deschutes	Jackson	Marion	Washington	Lane	Comps 2022 Average	Comps vs Lane Co
Demographics								
County Population	430,483	203,390	226,123	348,616	605,036	381,635	362,730	
County FTE	2,382	1233.51	938	1641.03	2336.9	1968.05	1,706	
Department Personnel Services Budget	\$3,961,618	\$503,964	\$855,886	\$3,172,489	\$897,139	\$950,086	\$1,878,219	
Department FTE	23.00	3.00	5.50	20.00	5.00	6.00	11.30	
Notes	Elected Chair receives 2% extra, 5 commissioners	Chair Rotates, no additional salary, 3 commissioners,	Elected Chair, no additional salary, 3 commissioners	Elected Chair, no additional salary, 3 commissioners	5 commissioners, Elected Chair receives 10% extra, currently Chair @ \$11016.05/mth; 3 Commissioners @ \$10014.59; 1 Commissioner elected less pay @ \$5257.66/mth.			
Compensation								
Annual Base Salary	\$145,668	\$111,420	\$112,403	\$115,296	\$115,000	\$87,869	\$119,957	-36.5%
Deferred Compensation	6.27%	3.00%	0.00%	7.50%	0.00%	2.00%		
Employer PERS Contribution	6.00%	6.00%	6.00%	6.00%	0.00%	6.00%		
Most recent COLA	4.5%	5.5%	4.13%	5.00%	4.50%	2.00%		
COLA Effective Date	7/1/2022	7/1/2022	7/4/2022	7/1/2022	7/1/2022	1/11/2020		
Projected COLAs	Unknown	Unknown	Unknown	Unknown	Unknown	Wage Freeze 2021-2022		
Salary Adjustment/Date			464.54 on 1/2/23, 1,550 in	Unknown	None	Wage Freeze 2021-2022		
Base Salary w/ Def. Comp & PERS	\$163,541	\$121,448	\$119,147	\$130,861	\$115,000	\$94,899	\$130,000	-37.0%
Vacation/Sick Leave	\$0	\$0	\$0.00	\$13,525.11	\$13,269	\$0		
Holidays	\$0	\$4,714	\$0.00	\$5,321.35	\$4,865.38	\$0		
Base Salary, Retirement, Time Off	\$163,541	\$126,162	\$119,147	\$149,707	\$133,135	\$94,899	\$138,339	-45.8%
Annual Phone / PDA / Tech	\$0	\$900	\$737	\$0	\$660.00	\$840		
Annual Housing	\$0	\$0	\$0	\$0	\$0.00	\$0		
Annual Auto	\$0	\$0	\$4,800	\$0	\$4,260.00	\$7,500		
Total Compensation w/o insurance	\$163,541	\$127,062	\$124,684	\$149,707	\$138,055	\$103,239	\$140,610	-36.2%
Insurance								
Employee Annual Premium Amount	\$1,580.40	\$1,080	\$593.40	\$2,079.84	\$2,778.60	\$840		
Total Compensation with Insurance Contributio	\$161,961	\$125,982	\$124,091	\$147,628	\$135,276	\$102,399	\$138,987	-35.7%



Lane County District Attorney Compensation Survey December 2022

County	Clackamas	Deschutes	Jackson	Marion	Washington	Lane	Comps 2022 Average	Comps vs Lane Co
Demographics								
County Population	430,483	203,390	226,123	348,616	605,036	381,635	362,730	
County FTE	2,382	1233.51	938	1641.03	2336.9	1968.05	1,706	
Department Personnel Services Budget	\$14,472,709	\$8,692,744	\$6,607,919	\$12,206,074	\$18,615,270	\$9,862,770	\$12,118,943	
Department FTE	90.00	70.1	54.00	93.50	131.00	74.00	87.72	
Notes		County Compensation Philosophy: 5% above market average of comps						
Compensation								
Annual Base Salary (County Stipend)	\$105,312.00	\$46,044.00	\$37,728.00	\$47,465.64	\$122,136.00	\$61,516.00	\$71,737.13	-16.6%
Deferred Compensation	6.27%	3.00%	0.00%	7.50%	0.00%	2.00%		
Employer PERS Contribution	6.00%	6.00%	6.00%	6.00%	0.00%	6.00%		
State Contribution	\$146,076.00	\$146,076.00	\$146,076.00	\$146,076.00	\$146,076.00	\$146,172.00		
Most recent COLA	4.5%	8.0%	4.13%	5.00%	4.50%	2.00%		
COLA Effective Date	7/1/2022	7/1/2022	7/4/2022	7/1/2022	7/1/2022	1/11/2020		
Projected COLAs	Unknown	Unknown	Unknown	Unknown	Unknown			
Salary Adjustment/Date					None	1/8/2022 (7.2%)		
Base Salary w/ Def. Comp & PERS	\$118,233.78	\$50,187.96	\$39,991.68	\$53,873.50	\$122,136.00	\$66,437.28	\$76,884.58	-15.7%
Vacation/Sick Leave	\$0.00	\$0.00	\$0.00	\$5,568.08	\$14,092.62	\$0.00		
Holidays	\$0.00	\$1,948.02	\$0.00	\$2,190.72	\$5,167.29	\$0.00		
Base Salary, Retirement, Time Off	\$118,233.78	\$52,135.98	\$39,991.68	\$61,632.31	\$141,395.91	\$66,437.28	\$82,677.93	-24.4%
Annual Phone / PDA / Tech	\$0.00	\$900	\$737.16	\$0.00	\$1,344.00	\$840.00		
Annual Housing	\$0.00	\$0	\$0.00	\$0.00	\$0.00	\$0.00		
Annual Auto	\$0.00	\$0	\$0.00	\$0.00	\$4,260.00	\$7,740.00		
Total Compensation w/o insurance	\$118,233.78	\$53,035.98	\$40,728.84	\$61,632.31	\$146,999.91	\$75,017.28	\$84,126.16	-12.1%
Insurance								
Employee Annual Premium Amount	\$1,580.40	\$1,080.00	\$593.40	\$2,079.84	\$2,778.60	\$840.00		
Total Compensation with Insurance Contributions	\$116,653.38	\$51,955.98	\$40,135.44	\$59,552.47	\$144,221.31	\$74,177.28	\$82,503.71	-11.2%
NOTES								
*Based on highest possible contribution level								

Compression Review	
15.2%	% Differential w/ Chief Deputy DA

## Lane County Justice of the Peace Compensation Survey December 2022

County	Clackamas	Deschutes	Jackson	Marion	Washington	Lane	Comps 2022 Average	Comps vs Lane Co
Demographics								
County Population	430,483	203,390	226,123	348,616	605,036	381,635	362,730	
County FTE	2,382	1233.51	938	1641.03	2336.9	1968.05	1,706	
Department Personnel Services Budget	\$864,226	\$569,648	\$379,707	\$659,794	\$1,031,299	\$227,898	\$700,935	
Department FTE	5.00	4.6	4.00	7.00	9.00	2.00	5.92	
Position Full time or Part time	Full Time	Part Time	Full Time	Full time	Full time	Part time		
Position FTE	1.00	0.6	1.00	1.00	1.00	0.50		
Required to be Attorney	Yes	Yes	Yes	Yes	Yes	No		
Cases Filed	TBD	TBD	11,553	21,741	N/A			
Cases Heard	TBD	TBD	494	n/a	N/A			
Violation/Civil Cases Heard	TBD	TBD	N/A	N/A	N/A	N/A		
Notes		County Compensation Philosophy: 5% above market average of comps				Current JoP hired after 1/1/2016, insurance rate is less		
Compensation								
Annual Base Salary @ 1.0 FTE	\$123,432.00	\$129,560	\$74,880	\$112,860	\$129,096	\$115,718	\$113,966	1.5%
Annual Base Salary @ .5 FTE	\$61,716.00	\$64,780	\$37,440	\$56,430	\$64,548	\$57,859	\$56,983	1.5%
Deferred Compensation	6.27%	3.00%	0.00%	7.50%	0.00%	2.00%		
Employer PERS Contribution	6.00%	6.00%	6.00%	6.00%	0.00%	6.00%		
Most recent COLA	4.5%	5.5%	4.13%	5.00%	4.50%	2.00%		
COLA Effective Date	7/1/2022	7/1/2022	7/4/2022	7/1/2022	7/1/2022	1/11/2020		
Projected COLAs	Unknown	Unknown	Unknown	Unknown	Unknown	Wage Freeze 2021-2022		
Salary Adjustment/Date			Salary decrease on 1/2/23,	Unknown	None	Wage Freeze 2021-2022		
Base Salary w/ Def. Comp & PERS	\$69,288.55	\$70,610	\$39,686	\$64,048	\$64,548	\$62,488	\$61,636	1.4%
Vacation/Sick Leave	\$0.00	\$0	\$0.00	\$6,620	\$7,448	\$0		
Holidays	\$0.00	\$2,741	\$0.00	\$2,604	\$2,731	\$0		
Base Salary, Retirement, Time Off	\$69,288.55	\$73,351	\$39,686	\$73,272	\$74,727	\$62,488	\$66,065	-5.7%
Annual Phone / PDA / Tech	\$0.00	\$900	\$0	\$0	\$0	\$0		
Annual Housing	\$0.00	\$0	\$0	\$0	\$0	\$0		
Annual Auto	\$0.00	\$0	\$0	\$0	\$0	\$0		
Total Compensation w/o insurance	\$69,288.55	\$74,251	\$39,686	\$73,272	\$74,727	\$62,488	\$66,245	-6.0%
Insurance								
Employee Annual Premium Amount	\$1,580.40	\$1,080	\$593.40	\$2,079.84	\$2,778.60	\$600		
Total Compensation with Insurance Contribution	\$67,708.15	\$73,171	\$39,093	\$71,192	\$71,948	\$61,888	\$64,623	-4.4%
NOTES								
*Based on highest possible contribution level								

Lane County Sheriff Compensation Survey December 2022

County	Clackamas	Deschutes	Jackson	Marion	Washington	Lane	Comps 2022 Average	Comps vs Lane Co
Demographics								
County Population	430,483	203,390	226,123	348,616	605,036	381,635	362,730	
County FTE	2,382	1233.51	938	1641.03	2336.9	1968.05	1,706	
Department Personnel Services Budget	\$84,155,735	\$42,803,552	\$26,520,660	\$53,833,063	\$100,479,952	\$43,122,764	\$61,558,592	
Department FTE	456.00	263	186.00	376.50	640.00	316.00	384.30	
Notes		County Compensation Philosophy: 5% above market average of comps				Per ORS 204.112, Salary shall not be less than that for any member of sheriff's dept		
Compensation								
Annual Base Salary	\$210,180.00	\$185,040	\$159,852	\$178,776	\$213,852	\$181,126	\$189,540	-4.6%
Base w/Certification Pay	\$210,180.00	\$185,040	\$159,852	\$178,776	\$213,852	\$184,748.93		
Deferred Compensation	6.27%	3.00%	0.00%	7.50%	0.00%	2.00%		
Employer PERS Contribution	6.00%	6.00%	6.00%	6.00%	0.00%	6.00%		
Certification Pay %	0.00%	0.00%	0.00%	0.00%	0.00%	6.00%		
Most recent COLA	4.5%	5.5%	4.13%	5.00%	4.50%	2.00%		
COLA Effective Date	7/1/2022	7/1/2022	7/4/2022	7/1/2022	7/1/2022	1/11/2020		
Projected COLAs	Unknown	Unknown	Unknown	Unknown	Unknown	Wage Freeze 2021-2022		
Salary Adjustment/Date		Unknown		Unknown	None	Wage Freeze 2021-2022		
Base Salary w/ Def. Comp & PERS	\$235,969.09	\$201,694	\$169,443	\$202,911	\$213,852	\$199,529	\$204,774	-2.6%
Vacation/Sick Leave	\$0.00	\$0	\$0.00	\$20,972	\$24,675	\$0		
Holidays	\$0.00	\$7,829	\$0.00	\$8,251.20	\$9,047.58	\$0		
Base Salary, Retirement, Time Off	\$235,969.09	\$209,522	\$169,443	\$232,134	\$247,575	\$199,529	\$218,929	-9.7%
Annual Phone / PDA / Tech	\$0.00	\$900	\$0	\$0	\$0	\$840		
Annual Housing	\$0.00	\$0	\$0	\$0	\$0	\$0		
Annual Auto	\$0.00	\$0	\$0	\$0	\$5,794	\$7,500		
Total Compensation w/o insurance	\$235,969.09	\$210,422	\$169,443	\$232,134	\$253,369	\$207,869	\$220,267	-6.0%
Insurance								
Employee Annual Premium Amount	\$1,580.40	\$1,080	\$593.40	\$2,079.84	\$2,778.60	\$840		
Total Compensation with Insurance Contributions	\$234,388.69	\$209,342	\$168,850	\$230,054	\$250,590	\$207,029	\$218,645	-5.6%
NOTES								
*Based on highest possible contribution level								
Calculations to Match to Avg Total Compensation								
						Compression Review		
						19.3%	% Differential with Chief Deputy	
						14.1%	% Differential after merit	

**SALARY COMPRESSION REPORT****1/17/2023**

\*Rates are annualized at 1.0FTE for comparison purposes

<b>JOB CODE</b>	<b>JOB TITLE</b>	<b>ANNUAL RATE</b>
V020	Assessor	\$133,640
<b>EMPLOYEES</b>		
N2022	Manager, Sr	\$130,666
N2032	Appraisal Manager	\$124,862
N4102	Management Analyst	\$82,742
N7010	Executive Assistant	\$68,598
<b>EMPLOYEE COUNT =</b>		<b>1</b>

**% Difference Between EO and Highest Paid Subordinate: 2.3%**

<b>JOB CODE</b>	<b>JOB TITLE</b>	<b>ANNUAL RATE</b>
V021	District Attorney	\$61,516
	w/State Salary	\$207,592
<b>EMPLOYEES</b>		
N3005	Deputy DA	\$180,211
N4610	Prosecutor, Sr	\$157,934
N4610	Prosecutor, Sr	\$157,934
N2034A	Support Services Manager	\$112,174
Y010	Extra Help	\$148,720
<b>EMPLOYEE COUNT =</b>		<b>5</b>

**% Difference Between EO and Highest Paid Subordinate: 15.2%**

<b>JOB CODE</b>	<b>JOB TITLE</b>	<b>ANNUAL RATE</b>
V023	Justice of the Peace	\$115,710
<b>EMPLOYEES</b>		
Y010J	Judge Pro Tem	\$115,710
Y010J	Judge Pro Tem	\$115,710
A019	Justice Court Clerk, Sr	\$48,734
A018	Justice Court Clerk	\$46,820
<b>EMPLOYEE COUNT =</b>		<b>4</b>

**% Difference Between EO and Highest Paid Subordinate: 0.0%**

<b>JOB CODE</b>	<b>JOB TITLE</b>	<b>ANNUAL RATE**</b>
V022	Sheriff	\$184,749
<b>EMPLOYEES</b>		
N2011	Chief Deputy	\$154,856
N2020	Captain	\$129,085
N2032	Support Services Manager	\$124,467
N2020	Captain	\$147,597
N2036	Lieutenant	\$124,675
N7010	Executive Assistant	\$68,598
<b>*EMPLOYEE COUNT =</b>		<b>6</b>

\*Not all employees report directly to Sheriff, only 2 do.

\*\*annual rate includes certification pay of 6%

**% Difference Between EO and Highest Paid Subordinate: 19.3%**

***Lane County Department Director  
Salaries As of 1/17/2022***

<b>Position</b>	<b>Grade</b>	<b>Step</b>	<b>Annual Salary</b>	<b>Department</b>	<b>Dept FTE</b>
County Counsel	N/A	N/A	\$179,259	County Counsel	12
Health & Human Serv Director	E86	4	\$155,313	Health and Human Serv	788.67
Chief Human Resources Officer	E84	7	\$169,041	Human Resources	28.5
Chief Information Officer	E84	8	\$173,284	Technology Services	80.5
Chief Operations Officer	E84	88	\$180,502	County Operations	73
Public Works Director	E85	6	\$166,545	Public Works	378.4
CJRS Director	E84	8	\$173,284	CJRS	139.3
<b><i>Average</i></b>			<b><i>\$171,032</i></b>		

## BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER AND RESOLUTION  
NO: 22-03-01-07

In the Matter of Adjusting the Base Annual  
Salaries of Lane County's Elected Officials  
- Assessor

**WHEREAS**, Lane Manual 3.705 sets for the scope of the Elected Officials Compensation Board (EOCB) to recommend to the Budget Committee and to the Board of County Commissioners a compensation schedule for County elected officials; and

**WHEREAS**, Lane County staff conducted a comparator county (Clackamas, Deschutes, Jackson, Washington and Marion) market survey for the elected positions of Assessor, Commissioner, District Attorney, Justice of the Peace and Sheriff and provided an analysis of internal equity and wage compression; and


**WHEREAS**, Pursuant to the Lane Manual, the Elected Officials Compensation Board convened two public meetings on August 18, 2021 and September 29, 2021 to deliberate and develop salary adjustment recommendations which included an analysis of data provided to the Elected Officials Compensation Board by County staff; and

**WHEREAS**, On January 19, 2022, the Lane County Budget Committee convened and reviewed the recommendations of the Elected Officials Compensation Board and approved forwarding the 2022 base salary increase for the Assessor to the Board of Commissioners for consideration and;

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

That effective retroactive to the first full pay period following January 1, 2022, increase the annual base salary of the Assessor by twelve thousand nine hundred and forty-five dollars (\$12,945) for a new base salary of \$133,648

**ADOPTED** this 1st day of March, 2022.



---

Pat Farr, Chair  
Lane County Board of Commissioners

## BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER AND RESOLUTION  
NO: 22-03-01-08

In the Matter of Adjusting the Base Annual  
Salaries of Lane County's Elected Officials  
- District Attorney

**WHEREAS**, Lane Manual 3.705 sets for the scope of the Elected Officials Compensation Board (EOCB) to recommend to the Budget Committee and to the Board of County Commissioners a compensation schedule for County elected officials; and

**WHEREAS**, Lane County staff conducted a comparator county (Clackamas, Deschutes, Jackson, Washington and Marion) market survey for the elected positions of Assessor, Commissioner, District Attorney, Justice of the Peace and Sheriff and provided an analysis of internal equity and wage compression; and

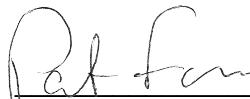
**WHEREAS**, Pursuant to the Lane Manual, the Elected Officials Compensation Board convened two public meetings on August 18, 2021 and September 29, 2021 to deliberate and develop salary adjustment recommendations which included an analysis of data provided to the Elected Officials Compensation Board by County staff; and

**WHEREAS**, On January 19, 2022, the Lane County Budget Committee convened and reviewed the recommendations of the Elected Officials Compensation Board and approved forwarding the 2022 base salary increase for the District Attorney to the Board of Commissioners for consideration and;

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

That effective retroactive to the first full pay period following January 1, 2022, increase the annual base salary of the District Attorney by fourteen thousand nine hundred and seventy-four dollars (\$14,974) for a new base salary of \$61,516.

**ADOPTED** this 1st day of March, 2022.



Pat Farr, Chair  
Lane County Board of Commissioners

## BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER AND RESOLUTION  
NO: 22-03-01-09

In the Matter of Adjusting the Base Annual  
Salaries of Lane County's Elected Officials  
- Justice of the Peace

**WHEREAS**, Lane Manual 3.705 sets for the scope of the Elected Officials Compensation Board (EOCB) to recommend to the Budget Committee and to the Board of County Commissioners a compensation schedule for County elected officials; and

**WHEREAS**, Lane County staff conducted a comparator county (Clackamas, Deschutes, Jackson, Washington and Marion) market survey for the elected positions of Assessor, Commissioner, District Attorney, Justice of the Peace and Sheriff and provided an analysis of internal equity and wage compression; and

**WHEREAS**, Pursuant to the Lane Manual, the Elected Officials Compensation Board convened two public meetings on August 18, 2021 and September 29, 2021 to deliberate and develop salary adjustment recommendations which included an analysis of data provided to the Elected Officials Compensation Board by County staff; and

**WHEREAS**, On January 19, 2022, the Lane County Budget Committee convened and reviewed the recommendations of the Elected Officials Compensation Board and approved forwarding the 2022 base salary increase for the Justice of the Peace to the Board of Commissioners for consideration and;

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

That effective retroactive to the first full pay period following January 1, 2022, increase the annual base salary of the Justice of the Peace by nine thousand two hundred and ninety-nine dollars (\$9,299) for a new base salary of \$57,859.

**ADOPTED** this 1st day of March, 2022.



---

Pat Farr, Chair  
Lane County Board of Commissioners



## BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER AND RESOLUTION  
NO: 22-03-01-10

In the Matter of Adjusting the Base Annual  
Salaries of Lane County's Elected Officials  
- Sheriff

**WHEREAS**, Lane Manual 3.705 sets for the scope of the Elected Officials Compensation Board (EOCB) to recommend to the Budget Committee and to the Board of County Commissioners a compensation schedule for County elected officials; and

**WHEREAS**, Lane County staff conducted a comparator county (Clackamas, Deschutes, Jackson, Washington and Marion) market survey for the elected positions of Assessor, Commissioner, District Attorney, Justice of the Peace and Sheriff and provided an analysis of internal equity and wage compression; and

**WHEREAS**, Pursuant to the Lane Manual, the Elected Officials Compensation Board convened two public meetings on August 18, 2021 and September 29, 2021 to deliberate and develop salary adjustment recommendations which included an analysis of data provided to the Elected Officials Compensation Board by County staff; and

**WHEREAS**, On January 19, 2022, the Lane County Budget Committee convened and reviewed the recommendations of the Elected Officials Compensation Board and approved forwarding the 2022 base salary increase for the Sheriff to the Board of Commissioners for consideration and;

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

That effective retroactive to the first full pay period following January 1, 2022, increase the annual base salary of the Sheriff by nineteen thousand eight hundred seventy-four dollars (\$19,874) for a new base salary of \$170,865.

**ADOPTED** this 1st day of March, 2022.



Pat Farr, Chair  
Lane County Board of Commissioners

## Overview

---

### **Lane County Government**

Lane County government operates under a home rule charter approved by voters in 1962. The Charter grants authority to a full-time compensated, five-person Board of County Commissioners to legislate and administer County government within the limits of that non-partisan authority. Lane County voters individually elect commissioners from specific geographic regions for four-year terms. The County operates under the provisions of the County Charter and the Lane County Code, as well as the Oregon Constitution and State law (Oregon Revised Statutes). Board action is effected by a simple majority vote of three of the five Board members.

### **Departments**

There are three categories of the County Departments, including Public Services, Public Safety, and Support Services. These three departments are directed by elected officials, the County Assessor, District Attorney, and Sheriff. The remaining department directors report directly to the County Administrator unless otherwise noted.

#### **Public Services**

**Assessment and Taxation.** The Department of Assessment and Taxation annually assesses all new construction values of real property, maintains the market value of real property through a sales comparison program, and adds the reported value of personal property to the assessment and tax rolls. The department is also a collection agent for over 83 active taxing jurisdictions, including cities, school districts, and special districts within Lane County. The department is headed by the County Assessor who is elected to a four-year term by the voters of Lane County.

**Health and Human Services.** The mission of Lane County Health and Human Services (H&HS) is to promote and protect the health, safety and well-being of individuals, families and our communities. H&HS is a broad-based organization which oversees health, mental health, developmental disabilities and social services in a largely subcontracted system. The subcontract providers are our community partners in a complex service delivery system. The H&HS budget is mostly categorically restricted dollars from the state and federal governments. The department's use of the General Fund allows for enhancement of services and leveraging of resources.

**Public Works.** The Department of Public Works' mission is to maintain and enhance the livability and sustainability of Lane County's natural and built environments by providing safe and cost-effective public infrastructure and related services. Public Works consists of nine different funds and two sub-funds for eight divisions – Administrative Services, Engineering & Construction Services, General Services, Land Management, Lane Events Center, Parks, Road & Bridge Maintenance, and Waste Management.

---

## Overview

---

### Public Safety

**Community Justice and Rehabilitation Services.** The purpose of Community Justice and Rehabilitation Services (CJRS) is to contribute to public safety by reducing risk, creating opportunities, and working to make positive changes in lives directly affecting the impact to the community, victims and offenders by holding justice involved youth and adults appropriately accountable for their behavior.

**District Attorney.** The District Attorney's office serves as the public prosecutor and representative of the State in criminal and traffic proceedings in circuit and justice courts. The office provides 24-hour legal assistance to police agencies throughout Lane County and special assistance to victims of crime. The department operates the Victim Services program. The District Attorney also serves thousands of children each year through the Family Law Division. The District Attorney, elected by County voters, is a state official who serves a four-year term.

**Department of Public Safety.** Lane County Sheriff's Office provides law enforcement and corrections services to the citizens of Lane County. The Sheriff's Office is under the direction of an elected Sheriff. The Administrative division of the Sheriff's Office supports the Sheriff, Police Services and Corrections Divisions. The Police Services Division is the primary emergency responder and law enforcement provider for over 90,000 Lane County residents. The Corrections Division provides offenders the opportunity to transition from the Lane County Jail and state prisons to the community thorough monitoring and assistance with employment, housing, treatment and education. It is also responsible for all booking and release functions, inmate housing, and in custody programs for offenders.

**Lane County Office of Emergency Management.** The Lane County Office of Emergency Management purpose is to ensure that the county is prepared for a disaster by ensuring coordination of protection, prevention, mitigation, response, and recovery activities that increase the county's capabilities to minimize loss of life and reduce impacts from disasters.

## Overview

---

### Support Services

**Board of Commissioners.** The Board of County Commissioners legislates and administers County government within the limits of authority granted in the Lane County Home Rule Charter. The charter grants legislative and administrative power to the full-time, paid five-person board. The Commissioners represent Lane County citizens in over 50 committees and agencies. Commissioners are elected by Lane County voters in specific individual geographic regions for four-year terms. The County's Performance Auditor reports directly for the Board of County Commissioners.

**County Administration.** The Office of County Administration serves as the focal point for implementing countywide policy approved by the Board of County Commissioners. This is done through the County Administrator, who reports directly to the Board of County Commissioners. The department provides direction to all appointed administrative departments, coordinates with elected department heads, and serves as liaison to interagency associations, local municipalities, and the state and federal governments. The department coordinates and oversees the development and implementation of the County's Strategic Plan. Other operating units in the department include Capital Planning, Intergovernmental Relations, Public Information Office, Facilities, Finance, Budget & Financial Planning, Policy Team, and the County Clerk, which runs Elections, Deeds & Records and Board of Property Tax Appeals. The Justice Courts and Law Library are also part of County Administration.

**County Counsel.** The Office of County Counsel serves as attorney and legal advisor to the Board of Commissioners, County Administrator, County elected officials, and County departments. County Counsel handles civil suits brought by or against the County and reviews all proposed contracts between the County and other entities. The Department also manages the County's Risk Management Workers Compensation programs. The department director reports directly to the Board of Commissioners.

**Lane County Office of Data & Analytics.** The Office of Data & Analytics ensures that Lane County has access to the best data and actionable insights available, in the moment and place needed, to make data driven decisions. This is accomplished through partnerships and data leadership, development, literacy, ethics, equity, technology innovation and infrastructure.

**Human Resources.** The Department of Human Resources provides personnel management and administrative support to County organizations in the areas of personnel services, employee relations and benefits, training and development, and diversity implementation.

**Technology Services.** The goal of the Department of Technology Services is to help individual departments use computer technologies to provide better service to Lane County's citizens. The department is responsible for supporting the information technology needs of County departments and overseeing the technical operations of a regional information system. The department maintains the County's major finance and human resource applications, as well as a large number of smaller systems. Technology Services also supports a common network operating system connecting the County's nearly 1,700 personnel computers. Technical Operations provides information technology services to local government agencies in and near Lane County, including a data center, electronic mail, Internet access, LAN systems support, and operation of a regional network that interconnects local government organizations.

### Non-Department

**Homes For Good Housing Agency.** Formerly known as the Housing & Community Services Agency (HACSA), is not a department of Lane County, however, the Board of Commissioners is the Housing Services Board. As such, Homes for Good Housing Agency is indicated on the County organizational chart, but not included in the County Budget. GASB rules require Homes for Good Housing Agency financial reports appear in the County's Comprehensive Annual Financial Report which can be found on the County's website.

Cost-of-Living Adjustments (COLAs) and Other Compensation – 2020 to 2024

Date of Increase	AFSCME (01 & 02)	626 (03)	LCPOA (05)	Prosc Att (06)	Dept Dir (07)	Elected Off (07)	Non-Rep (8-12)	Admin/Pro (13)	LCPOA-GRP (15)	FOPPO (17)	Comments
1-1-20					1-11-20 <b>NRP</b> 2.0% COLA BO# 17-11-07-03	1-11-20 <b>Elected Off. ALL</b> 2.0% COLA BO# 18-10-16-10 BO# 18-10-16-11 BO# 18-10-16-12	1-11-20 <b>NRP</b> 2.0% COLA BO# 17-11-07-03			1-11-20 One-Time Pymt MOU# PPO-18-04	
7-1-20	7-11-20 <b>AFSCME Physicians</b> 2.0% COLA BO#19-07-23-10  <b>AFS Gen</b> 2.0% COLA BO# 20-07-21-05  <b>AFSCME Nurses</b> 2.0% COLA BO# 20-07-21-06	7-11-20 <b>626</b> 2.0% COLA BO# 19-10-15-09	7-11-20 <b>LCPOA</b> 2.0% COLA BO#19-07-23-09	7-11-20 <b>PDA</b> 2.0% COLA BO# 18-08-28-06				7-11-20 <b>ADP</b> 2.0% COLA BO# 19-06-18-10	7-11-20 <b>LCPOA-GRP</b> 2.0% COLA BO#19-07-23-09	7-11-20 <b>FOPPO</b> 2.0% COLA .5% Market Adjustment BO# 18-12-18-14	
1-1-21					1-9-21 <b>NRP</b> 1.0% COLA BO# 20-07-21-07		1-9-21 <b>NRP</b> 1.0% COLA BO# 20-07-21-07				

Cost-of-Living Adjustments (COLAs) and Other Compensation – 2020 to 2024

Date of Increase	AFSCME (01 & 02)	626 (03)	LCPOA (05)	Prosc Att (06)	Dept Dir (07)	Elected Off (07)	Non-Rep (8-12)	Admin/Pro (13)	LCPOA-GRP (15)	FOPPO (17)	Comments
7-1-21	<p>7-10-21 <b>AFSCME Physicians</b> 2.0% COLA BO#19-07-23-10</p> <p><b>AFS Gen</b> 2.0% COLA Market Adjustments One-time payment of \$1300 BO# 21-11-30-06</p> <p><b>AFSCME Nurses</b> 2.0% COLA Market Adjustments One-time payment of \$1300 BO# 21-11-30-07</p>	<p>7-10-21 <b>626</b> 2.0% COLA BO# 19-10-15-09</p>	<p>7-10-21 <b>LCPOA</b> 2.0% COLA BO#19-07-23-09</p>	<p>7-10-21 <b>Pros Att</b> 2.0% COLA BO#21-08-30-09</p>				<p>7-10-21 <b>ADP</b> 2.0% COLA BO# 19-06-18-10</p>	<p>7-10-21 <b>LCPOA-GRP</b> 2.0% COLA BO#19-07-23-09</p>	<p>7-10-21 <b>FOPPO</b> 2.0% COLA Market Adjustment BO# 21-10-19-08</p>	<p>Eff. 7/10/21 <b>AFS Gen</b> Market Adj w/Step reconfig. – going from 10 to 9 steps. Dropped lowest step; applied Market Adjustment (New Grade to Job Code); move employee to the closest step w/out a decrease.</p> <p>Eff. 7/10/21 <b>AFS Nurses</b> Market Adj w/Step reconfig. – going from 10 to 9 steps. Dropped lowest step; applied Market Adjustment (New Grade to Job Code); move employee to the closest step w/out a decrease.</p>
1-1-22					<p>1-8-22 <b>NRP</b> 3.0% COLA Market Adjustments One-time payment of \$1300 BO# 21-12-14-09</p>	<p>1-8-2022 <b>Assessor, DA, JoP, Sheriff</b> Market Adjustments BO# 22-03-01-07 BO# 22-03-01-08 BO# 22-03-01-09 BO# 22-03-01-10</p>	<p>1-8-22 <b>NRP</b> 3.0% COLA Market Adjustments One-time payment of \$1300 BO# 21-12-14-09</p>				<p>Eff. 1/8/22 <b>NRP</b> Created Sub-Grades and Sub-Job Codes. Applied Market Adjustment (New Grade to Job Code); move employee to closes step w/out a decrease.</p>

Cost-of-Living Adjustments (COLAs) and Other Compensation – 2020 to 2024

Date of Increase	AFSCME (01 & 02)	626 (03)	LCPOA (05)	Prosc Att (06)	Dept Dir (07)	Elected Off (07)	Non-Rep (8-12)	Admin/Pro (13)	LCPOA-GRP (15)	FOPPO (17)	Comments
7-1-22	7-9-22 <b>AFSCME Physicians</b> 2.0% COLA BO#19-07-23-10  <b>AFS Gen</b> 2.0% COLA BO# 21-11-30-06  <b>AFSCME Nurses</b> 2.0% COLA BO# 21-11-30-07	7-9-22 <b>626</b> 2.0% COLA Market Adjustments One-Time Payment \$1500.00 BO# 22-08-30-03	7-9-22 <b>LCPOA</b> 2.0% COLA Market Adjustments One-Time Payment \$1000.00 BO#22-09-13-09	7-9-22 <b>Pros Att</b> 2.0% COLA One-time payment of \$2k BO#21-08-30-09						7-9-22 <b>FOPPO</b> 2.0% COLA BO# 21-10-19-08	
1-1-23					1-7-23 <b>NRP</b> 2.0% COLA BO# 21-12-14-09		1-7-23 <b>NRP</b> 2.0% COLA BO# 21-12-14-09				
7-1-23	7-8-23 <b>AFS Gen</b> 2.0% COLA BO# 21-11-30-06  <b>AFSCME Nurses</b> 2.0% COLA BO# 21-11-30-07	7-8-23 <b>626</b> 2.0% COLA One-Time Payment \$500.00 BO# 22-08-30-03	7-8-23 <b>LCPOA</b> 2.0% COLA BO#22-09-13-09	7-8-23 <b>Pros Att</b> 2.0% COLA One-time payment of \$1k BO#21-08-30-09					7-8-23 <b>LCPOA</b> 2.0% COLA BO#22-09-13-09	7-8-23 <b>FOPPO</b> 2.0% COLA BO# 21-10-19-08	

Cost-of-Living Adjustments (COLAs) and Other Compensation – 2020 to 2024

Date of Increase	AFSCME (01 & 02)	626 (03)	LCPOA (05)	Prosc Att (06)	Dept Dir (07)	Elected Off (07)	Non-Rep (8-12)	Admin/Pro (13)	LCPOA-GRP (15)	FOPPO (17)	Comments
1-1-24					1-6-24 NRP 2.0% COLA BO# 21-12-14-09		1-6-24 NRP 2.0% COLA BO# 21-12-14-09				
7-1-24		7-6-2024 626 2.0% COLA On-Time Payment \$500.00 BO# 22-08-30-03	7-8-23 LCPOA 2.0% COLA BO#22-09-13-09						7-8-23 LCPOA 2.0% COLA BO#22-09-13-09		

Contract employees  
County Administrator, County Counsel and Internal Auditor – receive COLAs the same as non-elected department directors per their contracts/board orders.



## Public Meetings – Summary of the law

ORS 192.620 establishes Oregon’s policy of open decision-making by governing bodies.

### Bodies subject to the law:

**All meetings** of a governing body of a public body for which a quorum is required in order to make a decision or to deliberate towards a decision **on any matter**.

Applies not only to counties, but to committees, subcommittees and advisory groups if they have the authority to make decisions for or recommendations to a public body on policy or administration.

A gathering of less than a quorum of a committee, subcommittee, advisory group or other governing body is not a “meeting”. However, be careful of sequential deliberation via email. The Attorney General’s office has opined that such deliberations may be a “meeting” under the public meetings law. “For example, communications between an among a quorum of members of a governing body convening on electronically-linked computers are subject to the public meetings law if the communications constitute a decision or deliberation towards a decision for which a quorum is required or the gathering of information on which to deliberate”.

Our recommendation regarding email use is to not “reply all”, and to not ask for nor participate in discussion or deliberation via email. Sharing of information is fine, but discussion of the information should occur in a public meeting that has been properly noticed. Additionally, we would recommend not continuing to respond to email strings that may inadvertently create quorum issues. Instead, start a new email or delete all of the prior emails from the string except for the one or two immediately preceding your reply.

Governing bodies, committees and advisory groups meeting with administrative staff are subject to the requirements of the public meetings law if a quorum of the members of the body convenes to receive information from staff. Even if the meeting is for the sole purpose of gathering information or being briefed on process, the meetings law will apply.

### Summary of exemptions to public meetings:

- 1) Any judicial proceedings are exempt from the rule
- 2) On-site inspections are exempt from the rule
- 3) Gatherings of national, regional or state associations to which the public body or its members belong are exempt from the rule

### Summary of executive session situations:

- 1) Employment of public officers, employees and agents
- 2) Discipline of public officers and employees
- 3) Labor negotiator consultations

- 4) Real property transactions
- 5) Exempt public records discussion
- 6) Trade negotiations
- 7) Consultation with counsel
- 8) Performance evaluations of public officers and employees (does not apply to salary)
- 9) Public investments
- 10) Security programs

Note: no executive session may be held for the purpose of taking any final action or making any final decision. The purpose of this requirement is to allow the public to know the result of the discussions. Taking a formal vote in open session satisfies that requirement, even if the public vote merely confirms a tentative decision reached in an executive session.

Public meetings law provides that representatives of the news media shall be allowed to attend all executive sessions except for session involving deliberations with persons designated to carry on labor negotiations.

Prior to going into executive session, the body should state something similar to the following:

The (governing body) will now meet in executive session for the purpose of (list reasons why and sections of the ORS that allow for executive session on these items). Representatives of the news media and designated staff shall be allowed to attend executive session. All other members of the audience are asked to leave the room. Representatives of the media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as announced previously. No final decisions may be made in executive session.

**3.100.010 - Elected Officials Compensation Board (Lane County).**

Description: Recommends to the Budget Committee and to the Board of County Commissioners a compensation schedule for County elected officials. Compensation Board is established pursuant to the authority granted by the Lane County Home Rule Charter.

Duties of the Elected Compensation Board:

Recommends to the Budget Committee a compensation schedule for County Commissioners and recommends to the Board of County Commissioners a compensation schedule for non-board elected officials (Assessor, Sheriff, Justice of the Peace, and District Attorney). The Compensation Board will 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 will be fixed in an amount which is not less than that for any member of the Department of Public Safety; and
- C. "Compensation" is to be evaluated on the basis of the total compensation received, as relevant to the particular elected position. For example, the District Attorney position receives health insurance benefits from the State of Oregon as a State official. Total compensation includes consideration of insurance benefits, retirement benefits (including pension and deferred compensation programs), time management or vacation and sick leave, life insurance, medical leave, and other fringe components.

The Compensation Board will prepare and approve by majority vote a recommended compensation schedule for the elective officers and will submit the recommended schedule to the Board of County Commissioners and/or the Budget Committee, with a copy provided to the Board of County Commissioners.

DEPARTMENT:	Department of Human Resources.
MEETING SCHEDULE:	As needed, but at least once each year in which there is a general election, prior to July 31 of that same year.
TYPE OF COMMITTEE:	Non-Mandated.
MEMBERSHIP:	Five (5). Consists of five members appointed by the County Administrator.
MEMBERSHIP TERM:	Four (4) years, ending December 31. No limit on number of terms.
EXPIRATION DATE:	None.
VACANCIES:	Appointed by the County Administrator.
REPORTS:	As needed to the Board and/or Budget Committee when there are recommendations that could result in salary increases for elected officials.
MINUTES/AGENDAS:	Posted to Committee webpage.
BYLAWS:	Posted to Committee webpage.

(Order 00-8-16-1, 8.17.00; Order 06-1-25-5, 1.26.06; Order 17-06-06-06, 6.6.17; Order 22-12-13-04, 12.13.22)

## 2021 EDITION

## COUNTY OFFICERS

## COUNTIES AND COUNTY OFFICERS

## ELECTION OF COUNTY OFFICERS; COUNTY JUDGE PRO TEM

- 204.005 Election or appointment of county officers
- 204.010 Terms of office of county officers
- 204.013 Numbered positions for office of county commissioner
- 204.016 Eligibility for county offices generally; additional qualifications for surveyor and assessor
- 204.017 Election of county commissioners by numbered position
- 204.020 When terms of office commence; filing oath of office and undertaking
- 204.065 Appointment of county judge pro tem
- 204.070 Oath of county judge pro tem
- 204.075 Compensation of county judge pro tem

## COMPENSATION OF COUNTY OFFICERS, DEPUTIES AND OTHER EMPLOYEES

- 204.112 County compensation board; members; compensation review and recommendations
- 204.116 Governing body to fix compensation of county officers, deputies and employees; disposition of fees
- 204.121 Compensation and appointment of officers, deputies and employees in counties subject to county civil service law
- 204.126 Change in compensation of elective officers

## DEPUTIES AND OTHER EMPLOYEES

- 204.601 Number and appointment of deputies and other employees
- 204.635 Deputy sheriffs; special appointments; authority of deputy; liability of sheriff for certain deputies

## ELECTION OF COUNTY OFFICERS; COUNTY JUDGE PRO TEM

**204.005 Election or appointment of county officers.** (1) The following county officers shall be elected at the primary election or general election, as provided in ORS 249.088:

- (a) A sheriff.
- (b) A county clerk.
- (c) A county assessor.

(e) A county commissioner to succeed any commissioner whose term of office expires the following January.

(f) In any county where there is a vacancy from any cause in the office of county commissioner, an additional commissioner to fill the vacancy.

(2) Unless an adopted county charter or a county ordinance provides otherwise, the governing body of a county shall appoint a county surveyor. [Subsection (2) enacted as 1953 c.477 §2; subsection (3) enacted as 1959 c.174 §3; 1959 c.628 §1; 1961 c.571 §3; subsection (4) enacted as 1963 c.386 §2; 1965 c.221 §21; 1969 c.532 §3; 1971 c.88 §4; 1983 c.327 §4; 2005 c.797 §29; 2009 c.491 §1]

**204.010 Terms of office of county officers.** (1) Except as provided in subsection (2) of this section, the term of office of each officer mentioned in ORS 204.005 is four years.

(2) When two or more county commissioners are elected for one county at a general election and one of them is elected to fill a vacancy, as provided in ORS 204.005 (1)(f), one of them shall hold office for two years and the others four years. [Amended by 1983 c.327 §13; 1983 c.350 §16; 2005 c.797 §59; 2009 c.491 §3]

**204.013 Numbered positions for office of county commissioner.** (1) In each county that has a board of county commissioners, each office of county commissioner shall be designated by number as Position No. 1, Position No. 2 or Position No. 3.

(2) After September 2, 1963, in every county having a board of county commissioners, or when a board of county commissioners is established in any county, the county clerk shall assign a position number to each office on the board of county commissioners. The number so assigned shall be certified by the county clerk to the commissioner in office holding that position. One copy of the certification shall be sent to the Secretary of State, and one copy shall be filed in the office of the county clerk. [1963 c.329 §1]

**204.015** [Repealed by 1957 c.555 §1 (204.016 enacted in lieu of 204.015)]

**204.016 Eligibility for county offices generally; additional qualifications for surveyor and assessor.** (1) A person is not eligible to serve in any office listed in ORS 204.005 unless the person is a citizen of the United States and an elector under the Oregon Constitution.

(2) A person is not eligible to serve in any elective office listed in ORS 204.005 unless the person meets the requirements of subsection (1) of this section and in addition is a resident of the county in which the person is elected for the period of one year preceding the next election, except that in counties of less than 25,000 population the requirement of residency in the county in which the person is elected does not apply to an elected county surveyor.

(3) A person is not eligible to be a candidate for election or appointment to the office of county surveyor unless registered under the laws of this state as a registered professional land surveyor.

(4) A person is not eligible to be a candidate for election or appointment to the office of county assessor unless:

(a) The person has qualified as a registered appraiser or is an appraiser trainee under ORS 308.015 and if an appraiser trainee, notwithstanding ORS 308.015, becomes a registered appraiser within two years after taking office; and

(b) The person either has two years of office and accounting experience, including experience in office management activities, or has two years of full-time employment in the office of a county assessor.

(5) The Department of Revenue shall prepare applications and questionnaires, and obtain information it may deem necessary to determine that a candidate for the office of county assessor has met the requirements of subsection (4) of this section, and shall furnish to applicants suitable certificates evidencing satisfactory compliance with the required qualifications. [1957 c.555 §2 (enacted in lieu of 204.015); 1973 c.538 §1; 1975 c.780 §18; 1981 c.113 §1; 1983 c.327 §14; 1983 c.659 §1; 1993 c.270 §2; 2003 c.345 §1; 2005 c.22 §154; 2009 c.491 §2; 2010 c.18 §1]

**204.017 Election of county commissioners by numbered position.** (1) In all proceedings for the nomination or election of candidates for or to the office of county commissioner in each county having a board of county commissioners, every petition for nomination, declaration of candidacy, certificate of nomination or election, ballot or other document used in connection with the nomination or election shall state the position number of the office to which the candidate aspires, and the name of the candidate shall appear on the ballot only for the designated position.

(2) Each elector shall have the right to vote for only one candidate for each position on the board, and the candidate for each position receiving the highest number of votes for such position shall be considered nominated or elected, as

**204.020 When terms of office commence; filing oath of office and undertaking.** (1) The term of office of each officer elected pursuant to ORS 204.005 commences on the first Monday of January next following election to office.

(2) Before entering upon any elective office listed in ORS 204.005, the person who has received a certificate of election must qualify by filing with the county clerk of the county in which the person is elected the person's oath of office, subscribed by the person, to the effect that the person will support the Constitution of the United States and of this state, and faithfully carry out the office being assumed. The person shall also give and file the undertaking provided for under subsection (3) of this section.

(3) A county governing body may require, by ordinance, for the filing by each officer under ORS 204.005, prior to that officer assuming office, of an official undertaking with such surety as the governing body determines necessary or of an irrevocable letter of credit issued by an insured institution, as defined in ORS 706.008, in either case in a reasonable amount with the county governing body. [Amended by 1981 c.41 §1; 1983 c.327 §15; 1991 c.331 §46; 1997 c.631 §426; 2009 c.491 §4; 2017 c.749 §1]

**204.025** [Repealed by 1981 c.41 §3]

**204.030** [Amended by 1965 c.221 §22; repealed by 1981 c.41 §3]

**204.035** [Amended by 1953 c.306 §17; repealed by 1981 c.41 §3]

**204.040** [Repealed by 1981 c.41 §3]

**204.045** [Repealed by 1971 c.88 §8]

**204.050** [Repealed by 1981 c.41 §3]

**204.055** [Repealed by 1981 c.41 §3]

**204.060** [Repealed by 1981 c.41 §3]

**204.065 Appointment of county judge pro tem.** Whenever because of illness or injury an elected county judge is incapacitated and unable to perform the duties of office, and such facts are made to appear by the affidavit of one or more physicians, licensed to practice in this state, filed in the office of the Secretary of State, the Governor shall appoint some competent and qualified person county judge pro tem, who shall serve until the termination of the incapacity of the elected county judge has been evidenced in the same manner as the incapacity was originally evidenced, or until the expiration of the term of office, whichever shall first occur, or until the appointment may be revoked for cause by the Governor. Such appointment shall not vacate the office of the elected county judge nor discontinue the salary of the elected county judge.

**204.070 Oath of county judge pro tem.** Before entering upon the performance of the duties of county judge pro tem, the appointee shall subscribe and file in the office of the county clerk the same oath of office required of an elected county judge.

**204.075 Compensation of county judge pro tem.** A county judge pro tem shall receive from the county compensation for services at the same rate and in the same manner as the elected county judge.

**204.101** [1953 c.306 §1; 1965 c.89 §1; repealed by 1981 c.48 §8]

**204.105** [Repealed by 1953 c.306 §18]

**204.110** [Repealed by 1953 c.306 §18]

**204.111** [1953 c.306 §5; repealed by 1981 c.48 §8]

**COMPENSATION OF COUNTY OFFICERS, DEPUTIES AND OTHER EMPLOYEES**

**204.112 County compensation board; members; compensation review and recommendations.** (1) Each county governing body shall appoint a county compensation board. A county compensation board shall consist of from three to five members, who are knowledgeable in personnel and compensation management.

(2) The county compensation board shall annually recommend a compensation schedule for the county elective officers mentioned in ORS 204.005.

(3) The county compensation board shall annually review the compensation paid to persons comparably employed by the State of Oregon, local public bodies and private businesses within a labor market deemed appropriate by the board for each elective officer. The county compensation board shall take into account such factors as the number of employees supervised and 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. The county compensation board shall prepare and approve by majority vote a recommended compensation schedule for the elective officers and shall submit the recommended compensation schedule to the county governing body.

(4) Notwithstanding subsections (1) to (3) of this section, the sheriff's salary shall be fixed in an amount which is not less than that for any member of the sheriff's department. [1989 c.941 §1]

**204.115** [Repealed by 1953 c.306 §18]

**204.116 Governing body to fix compensation of county officers, deputies and employees; disposition of fees.**

(1) Except as otherwise provided by law, the governing body of each county shall fix the compensation of its own members and of every other county officer, deputy and employee when the compensation of such individuals is paid from county funds.

(2) Any commission, fees or other moneys received by a county officer, deputy or employee for services rendered in the course of that individual's office or employment may not be allowed to or retained by that individual, but shall promptly be paid into the county treasury except:

(a) For compensation fixed under subsection (1) of this section;

(b) As otherwise determined by the governing body of the county; or

(c) As otherwise provided by ORS 106.120 or 205.320 (1)(f). [1981 c.48 §2; 1997 c.253 §2; 1997 c.424 §2; 1999 c.776 §4; 2001 c.501 §8; 2015 c.27 §21]

**204.120** [Renumbered 204.241]

**204.121 Compensation and appointment of officers, deputies and employees in counties subject to county civil service law.** It is the intent of the Legislative Assembly that no provision of ORS 204.112, 204.116, 204.126 or 204.601 shall supersede any provision of the county civil service law, and when any conflict arises between any provision of ORS 204.112, 204.116, 204.126 or 204.601 and any provision of the county civil service law, then the county civil service law shall prevail. [1953 c.306 §10; 1981 c.48 §4; 1989 c.941 §2]

**204.125** [Repealed by 1953 c.306 §18]

**204.126 Change in compensation of elective officers.** (1) The compensation of any elective county officer shall remain in effect unless changed with the approval of the county budget committee or tax supervising and conservation commission.

(2) Before any change in the compensation of an elective county officer is effective, it must be submitted to and approved by the county budget committee or tax supervising and conservation commission at a regular meeting or at a special meeting called for that purpose. [1981 c.48 §3]

**204.130** [Repealed by 1953 c.306 §18]

**204.131** [1953 c.306 §2; 1961 c.395 §1; 1977 c.345 §1; repealed by 1981 c.48 §8]

204.140 [Repealed by 1953 c.306 §18]

204.141 [1953 c.306 §3; 1977 c.345 §2; repealed by 1981 c.48 §8]

204.145 [Repealed by 1953 c.306 §18]

204.150 [Repealed by 1953 c.306 §18]

204.151 [1953 c.306 §4; repealed by 1981 c.48 §8]

204.155 [Repealed by 1953 c.306 §18]

204.160 [Repealed by 1953 c.306 §18]

204.165 [Repealed by 1953 c.306 §18]

204.170 [Repealed by 1953 c.306 §18]

204.175 [Repealed by 1953 c.306 §18]

204.180 [Repealed by 1953 c.306 §18]

204.185 [Repealed by 1953 c.306 §18]

204.190 [Repealed by 1953 c.306 §18]

204.195 [Repealed by 1953 c.306 §18]

204.200 [Repealed by 1953 c.306 §18]

204.205 [Repealed by 1953 c.306 §18]

204.210 [Repealed by 1953 c.306 §18]

204.215 [Repealed by 1953 c.306 §18]

204.220 [Repealed by 1953 c.306 §18]

204.225 [Repealed by 1953 c.306 §18]

204.230 [Repealed by 1953 c.306 §18]

204.235 [Repealed by 1953 c.306 §18]

204.240 [Repealed by 1953 c.306 §18]

204.241 [Formerly 204.120; repealed by 1979 c.492 §1]

204.245 [Amended by 1965 c.251 §3; repealed by 1979 c.492 §1]

204.250 [Repealed by 1979 c.492 §1]



204.260 [Repealed by 1979 c. 492 §1]

204.265 [Amended by 1963 c.519 §25; repealed by 1979 c.492 §1]

204.270 [Repealed by 1953 c.306 §18]

204.275 [Repealed by 1953 c.306 §18]

204.280 [Repealed by 1953 c.306 §18]

204.285 [Repealed by 1953 c.306 §18]

204.290 [Repealed by 1953 c.306 §18]

204.295 [Repealed by 1953 c.306 §18]

204.300 [Repealed by 1953 c.306 §18]

204.305 [Repealed by 1953 c.306 §18]

204.310 [Repealed by 1953 c.306 §18]

204.315 [Repealed by 1953 c.306 §18]

204.320 [Repealed by 1953 c.306 §18]

204.325 [Repealed by 1953 c.306 §18]

204.330 [Repealed by 1953 c.306 §18]

204.335 [Repealed by 1981 c.48 §8]

204.401 [1953 c.306 §8; repealed by 1979 c. 492 §1]

204.405 [Repealed by 1953 c.306 §18]

204.410 [Amended by 1965 c.221 §23; 1973 c.417 §1; repealed by 1977 c. 127 §1]

204.412 [Repealed by 1977 c.127 §1]

204.415 [Repealed by 1977 c.127 §1]

204.420 [Repealed by 1957 c.78 §1 (204.421 enacted in lieu of 204.420)]

204.421 [1957 c.78 §2 (enacted in lieu of 204.420); renumbered 206.315]

204.425 [Renumbered 206.325]

204.430 [Repealed by 1953 c.306 §18]

204.435 [Repealed by 1953 c.306 §18]

204.445 [Repealed by 1979 c. 492 §1]

204.450 [Repealed by 1953 c.306 §18]

204.455 [Repealed by 1953 c.306 §18]

204.460 [Repealed by 1953 c.306 §18]

204.465 [Repealed by 1953 c.306 §18]

204.470 [Repealed by 1953 c.306 §18]

204.475 [Repealed by 1953 c.306 §18]

204.480 [Repealed by 1953 c.306 §18]

204.485 [Repealed by 1953 c.306 §18]

204.490 [Repealed by 1953 c.306 §18]

204.495 [Repealed by 1953 c.306 §18]

204.500 [Repealed by 1953 c.306 §18]

204.505 [Repealed by 1953 c.306 §18]

204.510 [Repealed by 1953 c.306 §18]

204.515 [Repealed by 1953 c.306 §18]

204.520 [Repealed by 1953 c.306 §18]

204.525 [Repealed by 1979 c. 492 §1]

204.530 [Repealed by 1953 c.306 §18]

204.535 [Repealed by 1953 c.306 §18]

204.540 [Repealed by 1953 c.306 §18]

204.545 [Repealed by 1953 c.306 §18]

204.550 [Repealed by 1953 c.306 §18]

204.555 [Repealed by 1953 c.306 §18]

## DEPUTIES AND OTHER EMPLOYEES

**204.601 Number and appointment of deputies and other employees.** (1) The county court or board of county commissioners of each county shall fix the number of deputies and employees of county officers whose compensation is to be paid from county funds.

(2) All such deputies and employees shall be appointed by such county officer, and shall hold office during the

**204.605** [Repealed by 1953 c.306 §18]

**204.610** [Repealed by 1953 c.306 §18]

**204.615** [Repealed by 1953 c.306 §18]

**204.620** [Repealed by 1953 c.306 §18]

**204.625** [Repealed by 1977 c.168 §6]

**204.630** [Amended by 1977 c.168 §1; repealed by 1981 c.48 §8]

**204.635 Deputy sheriffs; special appointments; authority of deputy; liability of sheriff for certain deputies. (1)**

A sheriff's deputies shall be appointed by the sheriff in writing and continue during the pleasure of the sheriff. The sheriff of any county may appoint deputies in the county for the purpose only, and with authority only, to receive and serve summons and civil process in any suit or action. A certified copy of the appointment of a deputy sheriff shall be filed with the county clerk, and the person appointed shall, before entering upon the duties of the office, take and file with the county clerk the oath of office.

(2) A sheriff may also, by special written appointment, authorize any other person to do any particular act. A certified copy of such appointment shall be filed with the county clerk, unless indorsed upon the process, order or other paper so authorized to be served or executed.

(3) A deputy has the power to perform any act or duty that the principal has, and a person specially appointed to do a particular act has the same power in relation to the particular act authorized. The principal is responsible for the conduct of such deputy or person specially appointed except as provided in subsection (4) of this section.

(4) In counties having a civil service system covering deputy sheriffs, the sheriff shall not be responsible for the conduct of deputy sheriffs or persons specially appointed as provided in subsection (2) of this section. [Amended by 1963 c.331 §12]

**204.640** [Repealed by 1981 c.48 §8]

**204.645** [Amended by 1953 c.306 §17; repealed by 1965 c.221 §27]

**204.650** [Repealed by 1981 c.48 §8]

**204.655** [Repealed by 1953 c.306 §18]

**204.660** [Repealed by 1953 c.306 §18]

**204.665** [Repealed by 1953 c.306 §18]

**204.670** [Repealed by 1953 c.306 §18]

**204.675** [Repealed by 1953 c.306 §18]

**204.680** [Repealed by 1953 c.306 §18]

**204.685** [Amended by 1961 c.559 §1; repealed by 1979 c. 492 §1]

**204.690** [Repealed by 1953 c.306 §18]

**204.695** [Repealed by 1953 c.306 §18]

**204.700** [Amended by 1963 c.519 §26; repealed by 1979 c.492 §1]

36

**204.801** [1953 c.306 §6; repealed by 1981 c.48 §8]

**204.805** [Repealed by 1981 c.48 §8]

**204.810** [Repealed by 1953 c.306 §18]

**204.815** [Repealed by 1953 c.306 §18]

**204.820** [Repealed by 1979 c.492 §1]

**204.825** [Repealed by 1953 c.306 §18]

**204.830** [Repealed by 1953 c.306 §18]

**204.835** [Repealed by 1953 c.306 §18]

**204.840** [Repealed by 1953 c.306 §18]

**204.845** [Repealed by 1979 c.492 §1]

**204.850** [Repealed by 1979 c.492 §1]

**204.855** [Amended by 1957 c.359 §2; 1963 c.519 §27; 1965 c.619 §36; repealed by 1979 c.492 §1]

**204.860** [Repealed by 1953 c.306 §18]

**204.865** [Repealed by 1953 c.306 §18]

**204.870** [Amended by 1963 c.519 §28; repealed by 1981 c.48 §8]

**204.905** [Amended by 1963 c.519 §29; repealed by 1979 c.492 §1]

**204.910** [Amended by 1959 c.53 §1; 1963 c.519 §30; repealed by 1979 c.492 §1]

**204.915** [Repealed by 1959 c.53 §3]

**204.920** [1955 c.441 §1; 1959 c.53 §2; 1963 c.519 §31; 1965 c.344 §28; 1979 c.190 §405; repealed by 1979 c.492 §1]

---