

## MINUTES

### STATE EMPLOYEE PAY PLAN OVERSIGHT COMMITTEE

January 13, 2010  
Room 159-S—Statehouse

#### Members Present

Representative Pat George, Chairperson  
Senator Vicki Schmidt, Vice-chairperson  
Senator Laura Kelly  
Representative Charles Roth  
Carol Foreman, Deputy Secretary, Department of Administration  
Jane Carter, Kansas Organization of State Employees  
Jim Garner, Secretary, Department of Labor

#### Member Absent

Representative Tom Hawk

#### Staff Present

Alan Conroy, Kansas Legislative Research Department  
J. G. Scott, Kansas Legislative Research Department  
Cody Gorges, Kansas Legislative Research Department  
Jim Wilson, Office of the Revisor of Statutes  
Shirley Jepson, Committee Assistant

#### Conferees

Ken Otte, Division of Personnel Services, Department of Administration  
Kraig Knowlton, Division of Personnel Services, Department of Administration

#### Other Attendees

See attached list.

The meeting was called to order at 3:05 p.m. by Chairperson Pat George, who explained that the Committee was established in legislation to oversee the five-year implementation of the new State Employee Pay Plan and provide a yearly report to the Legislature.

### **Report on the Survey of Group Two Employees**

Ken Otte, Division of Personnel Services, Department of Administration, presented a report on the Survey of Group 2 Employers (Attachment 1). Mr. Otte explained that the survey was sent to approximately 800 city and county organizations in the eight surrounding states, including Nebraska, Iowa, Missouri, Arkansas, Oklahoma, New Mexico, Colorado, and Wyoming. They realized an approximate return rate of 20 percent on the survey. If fewer than four responses were received for a specific classification, the survey was sent to additional employers. In incidents where there were questions concerning the comparison of the level of work or type of work performed, phone calls were made to verify that similar job duties were being compared. Some classifications require certain certification; however, the survey did not take educational requirements into consideration. Mr. Otte explained that in some cases, they were unable to find any matches for a job classification; however, will continue to strive to obtain comparable data. In those cases where no outside data was available, state data will be used. The goal of the survey is to establish a market rate for each classification.

*Jane Carter moved to accept the recommendations as presented in the survey. The motion was seconded by Senator Schmidt. Motion carried on a voice vote.*

### **Update on Status of Implementation of New State Employee Pay Plan**

Kraig Knowlton, Division of Personnel Services, Department of Administration, presented an update on the status of implementation efforts for Groups 1 and 2 of the new State Employee Pay Plan as well as the new Performance Management Process (PMP) for the state (Attachment 2). Mr. Knowlton stated that the three-year program is progressing on schedule at this time. The focus of efforts during FY 2010 has been on Group 2 with a comprehensive review of every position allocated to a classification assigned to Group 2. The other major effort was the required annual salary survey for one-third of the state's workforce. Agencies were informed of the recommendations of the Classification Review Teams for the 8,650 positions that were reviewed within the nearly 150 classifications assigned to Group 1 in June 2009. The agencies were provided an opportunity to appeal any of the recommended allocations that were proposed as well as make comments and suggestions with respect to the proposed new job classifications. Staff from the Division of Personnel Services (DPS) are currently in the process of reviewing the responses from agencies with resolution of all issues planned no later than March 2010.

The new Performance Management Process (PMP) was implemented in October 2009. Staff has conducted several train-the-trainer sessions for agency trainers and human resource staffs. All classified employees were to have had their performance planning meetings under the new process sometime between October 1 and December 31, 2009. It is anticipated that by January 2011, the entire workforce will have had a full year's experience with the new PMP and all classified employees will have had a performance evaluation.

The Committee expressed concern of whether the evaluation program is being implemented as planned by the legislation. The Committee noted that it is important to have data that shows that the evaluation process is working; all trainers are providing the appropriate training; and a program

is built into the system to provide oversight of supervisors. The Committee expressed concern that the evaluation form is too long, and whether it could be consolidated. Mr. Knowlton noted that these concerns will be reviewed.

## Budget Concerns

Mr. Knowlton stated that the pay plan calls for the market adjustment for state employees in Group 2 as well as moving a large number of state employees to the new pay plan in FY 2011. This move would present a substantial impact to the state budget because of the large number of employees. It is anticipated that funding the move to the new pay plan would require approximately \$5-\$6 million of which approximately \$3 million is from the State General Fund (SGF). This would be in addition to the \$8.5 million needed to bring Group 2 to market pay.

The Governor's FY 2011 budget advocates funding the market adjustment for Group 2 in the amount of \$8.5 million. The Governor's FY 2011 budget does not provide funding for the pay adjustment for Group 1.

The Committee discussed the possibility of recommending the funding of bringing Group 2 to market pay and delay the implementation of the pay plan until the state is in a better financial position to fund the pay plan adjustment. Some members of the Committee had concerns that delaying the implementation of the pay plan would result in a negative to state employees. The Committee noted it is important to maintain the integrity of the program, and yet address the reality of the current state finances.

Mr. Knowlton stated it is important to continue to move state employees' salaries to market; however, indicated that a delay or pause in implementing the pay increase because of the state's financial condition would not be detrimental to the program. Mr. Knowlton noted that the market adjustments are the real key to moving the program forward.

## Committee Action

*Senator Kelly moved to adopt the recommendation of the appropriation of \$8.5 million to implement market adjustments for Group 2 of the state employees and delay moving employees in Group 1 to the steps in the new pay plan for one year. The motion was seconded by Representative Roth. Motion carried on a voice vote with one "no vote."*

Jane Carter stated that she could not support the motion because it appeared the action did not support the integrity of the program and was unfair to the employees of the State of Kansas.

The meeting was adjourned at 4:15 p.m. The next meeting of the Committee will be "on call of the Chair."

Prepared by Shirley Jepson  
Edited by Cody Gorges

Approved by Committee on:

January 29, 2010

(Date)

## Employers Surveyed in Group II

A & E Analytical Lab Inc.  
A Needle Pulling Thread  
Affinis Corp.  
AG & ECO  
AMAI  
Animal Care Center of Topeka  
Anita C. Murray-Clary DDS  
Arrowhead Contracting Inc.  
BC Engineers  
Beautiful Beginnings Boutique LLC  
Below Ground Surface Inc.  
Blue Valley School District  
Brack & Assoc. Consulting Engrs  
Bruce McMillan Architects  
Bucher, Willis, & Ratliff Corp.  
CAG Cimarron Dairy  
Capitol Federal  
Cargill Inc.  
Cassidy Orthodontics  
Central Kansas Foundation  
CEO Structural Engineers  
Cereal Food Processors  
Cessna  
City of Atchison  
City of Colby  
City of Dodge City  
City of Goodland  
City of Junction City  
City of Larned  
City of Lawrence  
City of Leavenworth  
City of Leawood  
City of Lenexa  
City of Olathe  
City of Overland Park  
City of Salina  
City of Topeka  
City of Wichita

Cloud County Community College  
Coffeyville Regional Medical Center  
Comcare of Sedgwick County  
Companion Animal Clinic  
Comprehensive Counseling  
Continental Analytical Services (Lab)  
Cook, Flatt, & Strobel Engineers  
Copy Center of Topeka  
County of Cowley  
County of Douglas  
County of Ellis  
County of Geary  
County of Labette  
County of Miami  
County of Reno  
County of Riley  
County of Sedgwick  
County of Shawnee  
County of Wyandotte, Unified Government  
Cumbernauld Village  
Dalrymple Consulting Inc.  
Delich, Roth, & Goodwillie, PA Engineers  
Dettmer & Associates  
DGM Consultants  
Discount Repair  
Edwards County Hospital  
Evan's, Bicyly, Hutchinson, & Assoc. PA  
Family Life Center  
Farm Way Coop  
Farmer's Coop Association  
Four County Mental Health  
Frito Lay  
Geary Community Hospital  
Geo Certified LLC  
George Brandt Inc.  
George Butler Assoc Inc.  
Geotechnical Services Inc.  
Girard Medical Center

Golden Living Center  
GPW & Associates  
Hallmark Cards  
Hays Vacuum Center  
High Plains Mental Health Center  
HMN Architects  
Horst Terrill, & Karst Architects  
Hutchinson Midwest Sewing & Vacuum  
ISI Environmental Services  
Johnson County Mental Health Center  
Kansas Farm Bureau  
Kansas Masonic Home  
Kanza Mental Health  
Kaw Valley Engineering  
Keystone Lab Inc.  
Koch Industries  
KPTS  
KSAS TV Fox KS  
KSNW TV  
K-State Printing Services  
Labette Community College  
Lawrence Memorial Hospital  
Level-4 Engineering LLC  
Lewis Auto Repair  
Manhattan Advertising Agency  
Marillac  
McCall Pattern Co.  
McClung Brothers  
Melis Motor Co.  
Mercy Hospital  
Michael Weber DDS  
Midwest Engineering  
Monsanto Corn Research  
Montgomery Communications Inc.  
Mt. Carmel Regional Med Center  
Nevius, Serig, Palmer Architecture  
New Chance Inc.  
NSPJ Architects

## Employers Surveyed in Group II

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Pawnee Mental Health Services  
Peterson Lab Services  
Potwin Pet Clinic  
Prairie View  
Pratt County Community College  
Pratt Vet Hospital  
Promise Regional - Hutchinson  
Quick Print  
Ranger Feeders LLC  
Ransom Memorial Hospital  
Regis Hair  
Riverview Manor Inc.  
Robert Exon DDS  
Rural Telephone  
Russ Niver DDS  
Salina Journal  
Schwab-Eaton  
SES Inc.  
Shari's Styling Salon  
Sloan Meier Hancock Engineer Services  
Star Printing Inc.  
Sumner Regional Medical Center  
Supreme Cattle Feeders LLC  
Tank Management Services  
Terracon  
TFI Family Services  
Trego County Lemke Memorial Hospital  
USD 203 Piper  
USD 233 Olathe  
USD 250 Pittsburgh Community Schools  
USD 353 Wellington  
USD 465 Winfield  
Varney & Associates  
Wamego City Hospital  
Washburn University  
Western Plains Medical Complex

Wichita Area Tech College  
Wichita State University  
Wilson & Co Inc, Engineers  
Winfield Rest Haven  
Wyandotte Cntr. for Comm. Behavioral Hlth.

**Group II Market Survey Status: January 2010**

| Current Class title                      | In-State Survey Results |           |             |                 |        |        |          | State Government Survey Results |        |          |
|--|-------------------------|-----------|-------------|-----------------|--------|--------|----------|---------------------------------|--------|----------|
|  | No Emp                  | Avg Rate  | Compa-ratio | Market Rate     | No Emp | No Org | Avg      | No Emp                          | No Org | Avg      |
| Accountant II                            | 105                     | \$ 40,681 | 89%         | <b>\$45,546</b> | 115    | 44     | \$46,699 | 734                             | 8      | \$42,088 |
| Accountant IV                            | 49                      | \$ 54,237 | 92%         | <b>\$58,925</b> | 99     | 40     | \$61,702 | 347                             | 6      | \$50,592 |
| Accounting Specialist                    | 147                     | \$ 30,852 | 90%         | <b>\$34,179</b> | 177    | 50     | \$36,007 | 506                             | 7      | \$28,695 |
| Activity Therapist I                     | 38                      | \$ 37,658 | 141%        | <b>\$26,694</b> | 5      | 4      | \$22,605 | 93                              | 6      | \$38,961 |
| Activity Therapy Technician              | 9                       | \$ 26,051 | 100%        | <b>\$26,155</b> | 11     | 8      | \$25,298 | 178                             | 6      | \$28,726 |
| Advertising Coordinator                  | 2                       | \$ 42,444 | 99%         | <b>\$42,798</b> | 7      | 3      | \$39,775 | 62                              | 4      | \$51,866 |
| Agricultural Inspector II                | 58                      | \$ 36,677 | 88%         | <b>\$41,447</b> | NM     | NM     | NM       | 381                             | 6      | \$41,447 |
| Agricultural Technician (Proposed class) | 86                      | \$ 27,012 | 75%         | <b>\$35,871</b> | 33     | 4      | \$35,871 | Basic Vocational Pay Plan       |        |          |
| Applications Developer II                | 105                     | \$ 50,098 | 90%         | <b>\$55,603</b> | 107    | 12     | \$57,162 | 337                             | 8      | \$50,926 |
| Applications Developer Supervisor        | 33                      | \$ 65,436 | 90%         | <b>\$72,649</b> | 38     | 9      | \$70,547 | 525                             | 8      | \$78,954 |
| Architect II                             | 2                       | \$ 45,604 | 71%         | <b>\$63,900</b> | 18     | 5      | \$65,827 | 38                              | 7      | \$58,120 |
| Architect III                            | 5                       | \$ 63,727 | 84%         | <b>\$75,678</b> | 43     | 9      | \$79,496 | 32                              | 6      | \$64,222 |
| Architectural Project Designer           | 3                       | \$ 44,658 | 91%         | <b>\$48,813</b> | 20     | 5      | \$47,551 | 16                              | 4      | \$52,599 |
| Assistive Technology Specialist          | 3                       | \$ 29,363 | 97%         | <b>\$30,127</b> | NM     | NM     | NM       | 7                               | 2      | \$30,127 |
| Barber Shop Inspector                    | 1                       | \$ 32,760 | 91%         | <b>\$36,184</b> | NM     | NM     | NM       | 50                              | 3      | \$36,184 |
| Beauty Shop Inspector                    | 4                       | \$ 30,217 | 86%         | <b>\$35,073</b> | NM     | NM     | NM       | 56                              | 4      | \$35,073 |

|   |    |           |      |                 |    |    |          |                           |   |          |
|---|----|-----------|------|-----------------|----|----|----------|---------------------------|---|----------|
| Broadcast Engineer                          | 5  | \$ 54,251 | 125% | <b>\$43,282</b> | 12 | 5  | \$42,153 | 21                        | 3 | \$46,668 |
| Building Systems Engineer II                | 1  | \$ 60,382 | 79%  | <b>\$76,553</b> | 33 | 9  | \$80,693 | 303                       | 5 | \$64,133 |
| Building Systems Engineer III               | 6  | \$ 72,526 | 95%  | <b>\$76,436</b> | NM | NM | NM       | 341                       | 6 | \$76,439 |
| Chemist I                                   | 5  | \$ 40,107 | 95%  | <b>\$42,234</b> | 21 | 2  | \$41,103 | 102                       | 6 | \$45,626 |
| Chemist III                                 | 8  | \$ 47,887 | 97%  | <b>\$49,455</b> | 3  | 3  | \$48,838 | 55                        | 6 | \$51,306 |
| Chief of Engineering/Dir. Water Resources   | 1  | \$ 91,333 | 98%  | <b>\$93,303</b> | NM | NM | NM       | 11                        | 5 | \$93,303 |
| Client Training Supervisor                  | 83 | \$ 35,125 | 92%  | <b>\$38,354</b> | 2  | 2  | \$35,442 | 161                       | 7 | \$47,090 |
| Clothing Specialist                         | 2  | \$ 24,180 | 141% | <b>\$17,195</b> | 9  | 2  | \$17,195 | Basic Vocational Pay Plan |   |          |
| Collector                                   | 3  | \$ 32,663 | 103% | <b>\$31,606</b> | 36 | 9  | \$30,636 | 504                       | 4 | \$34,515 |
| Collector Senior                            | 4  | \$ 32,214 | 95%  | <b>\$33,907</b> | NM | NM | NM       | 229                       | 4 | \$33,907 |
| Compliance Officer                          | 1  | \$ 29,016 | 67%  | <b>\$43,275</b> | 20 | 5  | \$44,174 | 109                       | 3 | \$40,577 |
| Computer Operations Manager                 | 5  | \$ 53,111 | 80%  | <b>\$66,246</b> | 16 | 11 | \$66,931 | 143                       | 8 | \$64,191 |
| Computer Operations Supervisor              | 16 | \$ 45,062 | 89%  | <b>\$50,464</b> | 9  | 5  | \$50,950 | 24                        | 5 | \$49,004 |
| Computer Operator II                        | 45 | \$ 36,911 | 98%  | <b>\$37,552</b> | 26 | 10 | \$37,117 | 145                       | 8 | \$38,855 |
| Corrections Industry Manager                | 18 | \$ 37,018 | 93%  | <b>\$39,949</b> | NM | NM | NM       | 113                       | 7 | \$39,949 |
| Corrections Industry Manager Senior         | 11 | \$ 42,770 | 79%  | <b>\$54,472</b> | NM | NM | NM       | 321                       | 5 | \$54,472 |
| Cosmetologist                               | 1  | \$ 26,988 | 95%  | <b>\$28,430</b> | 1  | 1  | \$20,800 | 19                        | 5 | \$28,430 |
| Data Management Technician (proposed class) | 9  | \$ 41,940 | 90%  | <b>\$46,537</b> | 25 | 8  | \$44,416 | 31                        | 3 | \$52,899 |
| Database Administrator Supervisor           | 3  | \$ 73,708 | 99%  | <b>\$74,119</b> | 6  | 6  | \$76,693 | 94                        | 6 | \$66,395 |
| Database Administrator II                   | 6  | \$ 53,681 | 89%  | <b>\$60,238</b> | 23 | 14 | \$61,623 | 567                       | 6 | \$56,083 |
| Database Administrator III                  | 15 | \$ 63,888 | 89%  | <b>\$71,565</b> | 6  | 6  | \$72,700 | 915                       | 8 | \$68,160 |

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|   |     |           |      |                 |     |    |          |     |   |          |
|---|-----|-----------|------|-----------------|-----|----|----------|-----|---|----------|
| Dental Assistant                            | 1   | \$ 26,998 | 82%  | <b>\$33,087</b> | 19  | 6  | \$34,190 | 41  | 6 | \$29,776 |
| Dietitian I                                 | 1   | \$ 41,870 | 87%  | <b>\$48,273</b> | 22  | 8  | \$48,436 | 86  | 8 | \$47,784 |
| Dietitian III                               | 3   | \$ 55,023 | 109% | <b>\$50,276</b> | 13  | 10 | \$50,426 | 53  | 6 | \$49,825 |
| Disease Intervention Specialist             | 5   | \$ 39,470 | 93%  | <b>\$42,458</b> | NM  | NM | NM       | 50  | 5 | \$42,458 |
| Driver License Examiner Senior              | 64  | \$ 30,575 | 93%  | <b>\$32,731</b> | NM  | NM | NM       | 622 | 8 | \$33,295 |
| Driver License Examiner Coordinator         | 6   | \$ 39,003 | 88%  | <b>\$44,424</b> | NM  | NM | NM       | 315 | 5 | \$44,424 |
| Economic Development Representative I       | 2   | \$ 37,534 | 80%  | <b>\$46,756</b> | 2   | 1  | \$33,280 | 71  | 5 | \$46,756 |
| Economic Development Representative III     | 24  | \$ 51,961 | 94%  | <b>\$54,990</b> | NM  | NM | NM       | 761 | 4 | \$54,990 |
| Education Program Consultant                | 41  | \$ 51,078 | 77%  | <b>\$66,179</b> | 15  | 4  | \$69,168 | 202 | 4 | \$57,210 |
| Educational/Informational Representative II | 11  | \$ 34,282 | 82%  | <b>\$41,724</b> | 13  | 5  | \$41,800 | 69  | 5 | \$41,495 |
| Engineering Associate I                     | 12  | \$ 41,702 | 90%  | <b>\$46,226</b> | NM  | NM | NM       | 216 | 7 | \$46,226 |
| Engineering Associate II                    | 27  | \$ 49,136 | 89%  | <b>\$55,465</b> | 76  | 22 | \$56,234 | 91  | 4 | \$53,158 |
| Engineering Project Designer                | 5   | \$ 41,912 | 74%  | <b>\$56,389</b> | 21  | 9  | \$58,800 | 2   | 2 | \$49,154 |
| Engineering Technician                      | 280 | \$ 30,602 | 73%  | <b>\$42,076</b> | 109 | 29 | \$45,278 | 329 | 6 | \$32,468 |
| Engineering Technician Senior               | 156 | \$ 37,759 | 77%  | <b>\$48,723</b> | 60  | 15 | \$49,476 | 711 | 7 | \$46,464 |
| Environmental Scientist II                  | 135 | \$ 48,391 | 95%  | <b>\$51,031</b> | 23  | 7  | \$53,410 | 397 | 5 | \$43,893 |
| Environmental Scientist IV                  | 42  | \$ 57,858 | 88%  | <b>\$65,947</b> | 12  | 7  | \$66,880 | 148 | 5 | \$63,148 |
| Environmental Technician II                 | 4   | \$ 33,842 | 88%  | <b>\$38,444</b> | 21  | 11 | \$39,314 | 241 | 5 | \$35,832 |
| Environmental Technician IV                 | 16  | \$ 43,555 | 94%  | <b>\$46,218</b> | 5   | 3  | \$45,366 | 35  | 3 | \$48,775 |
| Equipment Planning Technician II            | 25  | \$ 49,502 | 104% | <b>\$47,444</b> | NM  | NM | NM       | 340 | 8 | \$47,444 |
| Extension Nutrition Assistant I             | 17  | \$ 20,788 | 64%  | <b>\$32,313</b> | NM  | NM | NM       | 28  | 1 | \$32,313 |



|                                       |     |           |      |                 |    |    |          |      |   |          |
|---------------------------------------|-----|-----------|------|-----------------|----|----|----------|------|---|----------|
| Financial Economist                   | 4   | \$ 70,044 | 110% | <b>\$63,724</b> | NM | NM | NM       | 816  | 7 | \$63,724 |
| Financial Examiner Administrator      | 2   | \$ 66,716 | 82%  | <b>\$81,103</b> | NM | NM | NM       | 11   | 3 | \$81,103 |
| Financial Examiner Senior             | 12  | \$ 46,772 | 79%  | <b>\$58,895</b> | NM | NM | NM       | 115  | 6 | \$58,895 |
| Food, Drug and Lodging Surveyor I     | 24  | \$ 35,874 | 85%  | <b>\$42,138</b> | 8  | 1  | \$44,129 | 57   | 3 | \$36,163 |
| Food, Drug and Lodging Surveyor III   | 3   | \$ 42,494 | 101% | <b>\$42,193</b> | NM | NM | NM       | 14   | 2 | \$42,193 |
| Forensic Scientist II                 | 9   | \$ 46,488 | 80%  | <b>\$58,312</b> | 13 | 3  | \$58,679 | 202  | 4 | \$57,209 |
| Forensic Scientist IV                 | 1   | \$ 57,429 | 81%  | <b>\$70,871</b> | 8  | 3  | \$72,550 | 19   | 7 | \$65,834 |
| Funeral Home Inspector                | 1   | \$ 39,853 | 103% | <b>\$38,819</b> | NM | NM | NM       | 48   | 2 | \$38,819 |
| Geology Associate                     | 9   | \$ 42,434 | 102% | <b>\$41,516</b> | 4  | 3  | \$41,893 | 31   | 4 | \$40,386 |
| Health Facility Surveyor I            | 71  | \$ 46,068 | 88%  | <b>\$52,092</b> | NM | NM | NM       | 166  | 4 | \$52,092 |
| Health Facility Surveyor III          | 9   | \$ 54,059 | 88%  | <b>\$61,249</b> | NM | NM | NM       | 706  | 6 | \$61,249 |
| Health or Environment Program Analyst | 19  | \$ 48,314 | 98%  | <b>\$49,310</b> | 17 | 3  | \$49,521 | 103  | 5 | \$48,676 |
| Human Service Specialist              | 866 | \$ 35,194 | 103% | <b>\$34,313</b> | NM | NM | NM       | 5339 | 7 | \$34,313 |
| Human Service Consultant              | 117 | \$ 39,211 | 95%  | <b>\$41,442</b> | NM | NM | NM       | 577  | 7 | \$41,442 |
| Human Service Supervisor              | 111 | \$ 47,498 | 105% | <b>\$45,204</b> | NM | NM | NM       | 1056 | 7 | \$45,204 |
| Industrial Hygienist                  | 1   | \$ 40,872 | 84%  | <b>\$48,907</b> | NM | NM | NM       | 123  | 8 | \$48,907 |
| Industrial Safety Coordinator         | 1   | \$ 46,093 | 86%  | <b>\$53,797</b> | NM | NM | NM       | 39   | 3 | \$53,797 |
| Information Systems Manager I         | 9   | \$ 55,714 | 71%  | <b>\$78,840</b> | 59 | 37 | \$83,127 | 805  | 5 | \$65,980 |
| IT Architecture Analyst I             | 1   | \$ 56,118 | 94%  | <b>\$59,993</b> | 9  | 4  | \$59,067 | 461  | 4 | \$62,771 |
| IT Project Manager                    | 18  | \$ 60,423 | 80%  | <b>\$75,328</b> | 7  | 3  | \$75,612 | 141  | 8 | \$74,475 |
| Information Security Analyst II       | 8   | \$ 57,041 | 92%  | <b>\$61,958</b> | 9  | 6  | \$63,763 | 640  | 5 | \$56,542 |

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|                                   |    |           |      |          |     |    |          |                           |    |          |
|-----------------------------------|----|-----------|------|----------|-----|----|----------|---------------------------|----|----------|
| Laboratory Education Technician   | 8  | \$ 33,717 | 116% | \$29,046 | 2   | 1  | \$28,990 | 23                        | 1  | \$29,213 |
| Laboratory Improvement Specialist | 6  | \$ 49,126 | NA   | NA       | NM  | NM | NM       | NM                        | NM | NM       |
| Laboratory Technician II          | 19 | \$ 31,811 | 88%  | \$36,332 | 158 | 31 | \$37,847 | 79                        | 7  | \$31,786 |
| Laborer Conciliator II            | 1  | \$ 43,950 | 94%  | \$46,593 | NM  | NM | NM       | 1147                      | 6  | \$46,593 |
| Laborer Supervisor                | 6  | \$ 24,606 | 61%  | \$40,575 | 55  | 10 | \$40,575 | Basic Vocational Pay Plan |    |          |
| Land Surveyor I                   | 13 | \$ 52,752 | 95%  | \$55,512 | 38  | 13 | \$55,182 | 56                        | 8  | \$56,502 |
| Landscape Architect I             | 0  | NA        | NA   | \$57,161 | 6   | 4  | \$59,929 | 144                       | 3  | \$48,857 |
| Landscape Architect II            | 2  | \$ 53,518 | 83%  | \$64,366 | NM  | NM | NM       | 7                         | 4  | \$64,366 |
| Landscape Technician              | 3  | \$ 36,310 | 88%  | \$41,446 | 10  | 7  | \$35,988 | 7                         | 4  | \$57,820 |
| Licensed Pharmacy Inspector       | 2  | \$ 69,784 | 164% | \$42,500 | NM  | NM | NM       | 1                         | 1  | \$42,500 |
| Long-Term Care Ombudsman          | 9  | \$ 38,200 | 83%  | \$46,108 | NM  | NM | NM       | 83                        | 5  | \$46,108 |
| Management Systems Analyst I      | 72 | \$ 43,230 | 82%  | \$52,531 | 11  | 3  | \$53,431 | 246                       | 5  | \$49,829 |
| Manufacturing Manager             | 2  | \$ 56,056 | 61%  | \$92,061 | NM  | NM | NM       | 1                         | 1  | \$92,061 |
| Marketing Manager                 | 1  | \$ 49,650 | 92%  | \$53,800 | 5   | 5  | \$55,846 | 3                         | 3  | \$47,660 |
| Mechanic Helper                   | 2  | \$ 23,826 | NA   | NA       | NM  | NM | NM       | Basic Vocational Pay Plan |    |          |
| Microbiologist I                  | 4  | \$ 42,442 | 94%  | \$45,326 | NM  | NM | NM       | 85                        | 6  | \$45,326 |
| Microbiologist III                | 10 | \$ 50,966 | 95%  | \$53,380 | NM  | NM | NM       | 21                        | 5  | \$53,380 |
| Network Control Supervisor        | 2  | \$ 54,683 | 85%  | \$63,331 | 11  | 9  | \$66,404 | 93                        | 5  | \$54,110 |
| Network Control Technician II     | 16 | \$ 47,037 | 92%  | \$51,045 | 24  | 14 | \$52,663 | 178                       | 6  | \$46,190 |
| Network Service Supervisor        | 3  | \$ 53,879 | 86%  | \$62,727 | 9   | 7  | \$63,493 | 110                       | 6  | \$60,429 |
| Network Service Technician II     | 25 | \$ 41,868 | 96%  | \$43,788 | 49  | 16 | \$42,685 | 108                       | 5  | \$47,096 |

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|  |     |           |      |          |     |    |          |                           |   |          |
|--|-----|-----------|------|----------|-----|----|----------|---------------------------|---|----------|
| nutritionist                                 | 5   | \$ 50,203 | 109% | \$46,038 | 22  | 7  | \$46,946 | 68                        | 5 | \$43,314 |
| nutritionist Senior                          | 2   | \$ 55,401 | 106% | \$52,286 | NM  | NM | NM       | 168                       | 5 | \$52,286 |
| Office Aide (proposed class)                 | 103 | \$ 22,309 | 81%  | \$27,440 | 829 | 56 | \$27,440 | Basic Vocational Pay Plan |   |          |
| Petroleum Industry Regulatory Technician I   | 0   | NA        | NA   | \$37,350 | NM  | NM | NM       | 30                        | 3 | \$37,350 |
| Petroleum Industry Regulatory Technician II  | 26  | \$ 42,557 | 103% | \$41,160 | NM  | NM | NM       | 51                        | 5 | \$41,160 |
| Petroleum Industry Regulatory Technician III | 8   | \$ 52,827 | 130% | \$40,620 | NM  | NM | NM       | 20                        | 1 | \$40,620 |
| Pharmacy Compliance Inspector                | 2   | \$ 37,981 | 81%  | \$46,750 | NM  | NM | NM       | 1                         | 1 | \$46,750 |
| Policy & Program Analyst                     | 8   | \$ 51,951 | 99%  | \$52,577 | NM  | NM | NM       | 149                       | 5 | \$52,577 |
| Planner II                                   | 2   | \$ 42,806 | 76%  | \$56,010 | 29  | 15 | \$59,694 | 1344                      | 7 | \$44,958 |
| Print Shop Manager                           | 2   | \$ 42,442 | 76%  | \$55,856 | 3   | 3  | \$58,477 | 8                         | 5 | \$47,994 |
| Print Shop Supervisor                        | 8   | \$ 41,504 | 104% | \$39,784 | 6   | 3  | \$40,347 | 18                        | 5 | \$38,094 |
| Printer Senior                               | 5   | \$ 34,057 | 106% | \$31,979 | 12  | 5  | \$33,006 | 32                        | 3 | \$28,899 |
| Printing Service Coordinator                 | 6   | \$ 32,729 | 101% | \$32,556 | 7   | 3  | \$31,780 | 16                        | 3 | \$34,883 |
| Procurement Officer II                       | 18  | \$ 42,961 | 98%  | \$44,060 | 68  | 26 | \$44,892 | 150                       | 6 | \$41,563 |
| Procurement Officer IV                       | 10  | \$ 61,662 | 100% | \$61,652 | 61  | 17 | \$63,260 | 92                        | 6 | \$56,829 |
| Professional Civil Engineer I                | 66  | \$ 62,555 | 94%  | \$66,865 | 64  | 21 | \$69,061 | 536                       | 8 | \$60,277 |
| Professional Civil Engineer IV               | 0   | NA        | NA   | \$91,123 | 73  | 23 | \$89,879 | 35                        | 3 | \$94,854 |
| Professional Environmental Engineer I        | 15  | \$ 60,084 | 84%  | \$71,233 | 8   | 6  | \$71,734 | 157                       | 5 | \$69,731 |
| Professional Environmental Engineer III      | 7   | \$ 80,508 | 114% | \$70,902 | 1   | 1  | \$70,678 | 331                       | 8 | \$71,574 |
| Professional Geologist II                    | 10  | \$ 49,600 | 96%  | \$51,435 | 8   | 4  | \$50,630 | 166                       | 6 | \$53,850 |
| Professional Geologist IV                    | 12  | \$ 57,859 | 84%  | \$68,740 | 5   | 4  | \$69,622 | 110                       | 5 | \$66,094 |
| Program Specialist I                         | 115 | \$ 31,678 | 84%  | \$37,680 | NM  | NM | NM       | 820                       | 8 | \$36,055 |
| Program Specialist II                        | 44  | \$ 35,200 | 89%  | \$39,715 | NM  | NM | NM       | 658                       | 8 | \$39,715 |
| Program Specialist III                       | 2   | \$ 38,917 | 87%  | \$44,708 | NM  | NM | NM       | 169                       | 6 | \$44,708 |

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|   |     |           |      |          |     |    |          |      |   |          |
|---|-----|-----------|------|----------|-----|----|----------|------|---|----------|
| Program Consultant I                              | 203 | \$ 38,997 | 98%  | \$39,983 | NM  | NM | NM       | 129  | 4 | \$39,983 |
| Program Consultant II                             | 205 | \$ 45,154 | 105% | \$43,140 | NM  | NM | NM       | 1432 | 8 | \$43,140 |
| Property Appraiser I                              | 19  | \$ 38,574 | 113% | \$34,201 | 51  | 12 | \$33,272 | 25   | 3 | \$36,986 |
| Property Appraiser III                            | 8   | \$ 57,377 | 146% | \$39,338 | 29  | 8  | \$35,671 | 17   | 3 | \$50,339 |
| Public Health Educator                            | 1   | \$ 56,118 | 124% | \$45,081 | 26  | 5  | \$45,483 | 217  | 7 | \$43,876 |
| Public Information Officer II                     | 2   | \$ 47,871 | 79%  | \$60,533 | 16  | 14 | \$63,904 | 1152 | 8 | \$50,418 |
| Publications Editor                               | 4   | \$ 45,692 | 89%  | \$51,442 | 1   | 1  | \$41,600 | 61   | 4 | \$51,442 |
| Publications Writer I                             | 4   | \$ 34,492 | 91%  | \$37,975 | NM  | NM | NM       | 37   | 5 | \$37,975 |
| Qualified Developmental Disabilities Professional | 22  | \$ 43,388 | 104% | \$41,701 | 1   | 1  | \$35,360 | 21   | 2 | \$60,725 |
| Radiation Control Inspector                       | 0   | NA        | NA   | \$52,224 | NM  | NM | NM       | 113  | 2 | \$52,224 |
| Rehabilitation Instructor                         | 4   | \$ 35,745 | 91%  | \$39,249 | 1   | 1  | \$35,560 | 178  | 5 | \$39,249 |
| Real Estate Specialist                            | 2   | \$ 34,424 | 98%  | \$34,973 | NM  | NM | NM       | 2    | 1 | \$34,973 |
| Rehabilitation Support Worker II                  | 3   | \$ 29,529 | 114% | \$25,910 | 120 | 1  | \$23,920 | 1529 | 3 | \$31,878 |
| Research Analyst III                              | 15  | \$ 46,609 | 104% | \$44,919 | NM  | NM | NM       | 111  | 8 | \$44,919 |
| Research Technologist                             | 16  | \$ 41,167 | 93%  | \$44,381 | NM  | NM | NM       | 1    | 1 | \$44,381 |
| Revenue Customer Service Representative SR & Spec | 119 | \$ 32,107 | 103% | \$31,316 | 334 | 9  | \$28,861 | 368  | 8 | \$38,680 |
| Right of Way Property Appraiser I                 | 11  | \$ 41,422 | 92%  | \$44,830 | 4   | 1  | \$29,504 | 192  | 6 | \$44,830 |
| Right of Way Property Appraiser Supervisor        | 3   | \$ 50,530 | 96%  | \$52,741 | 3   | 2  | \$51,210 | 40   | 5 | \$57,333 |
| Safety & Health Technician                        | 1   | \$ 45,032 | 105% | \$42,729 | 8   | 4  | \$41,797 | 1083 | 6 | \$45,525 |

|                                     |     |           |      |                 |     |    |          |                           |   |          |
|-------------------------------------|-----|-----------|------|-----------------|-----|----|----------|---------------------------|---|----------|
| ety & Health Specialist             | 10  | \$ 42,118 | 108% | <b>\$38,834</b> | 104 | 6  | \$36,726 | 62                        | 5 | \$45,158 |
| Sales Representative                | 3   | \$ 34,202 | 95%  | <b>\$35,851</b> | 2   | 2  | \$36,187 | 13                        | 3 | \$34,843 |
| School Food Service Consultant      | 12  | \$ 46,237 | 118% | <b>\$39,112</b> | 731 | 55 | \$33,201 | 148                       | 3 | \$56,843 |
| Senior Administrative Assistant     | 951 | \$ 29,826 | 90%  | <b>\$33,159</b> | 731 | 54 | \$33,159 | Basic Vocational Pay Plan |   |          |
| Senior Administrative Specialist    | 109 | \$ 33,390 | 86%  | <b>\$38,716</b> | 201 | 42 | \$39,038 | 1894                      | 6 | \$37,751 |
| Senior Laboratory Scientist         | 3   | \$ 59,453 | 90%  | <b>66029</b>    | NM  | NM | NM       | 34                        | 5 | \$66,029 |
| Special Investigator II             | 62  | \$ 44,458 | 92%  | <b>\$48,159</b> | NM  | NM | NM       | 164                       | 4 | \$48,159 |
| State Auditor I                     | 11  | \$ 39,323 | 80%  | <b>\$49,071</b> | 19  | 5  | \$52,594 | 376                       | 6 | \$38,500 |
| State Auditor III                   | 34  | \$ 54,417 | 82%  | <b>\$66,706</b> | 3   | 2  | \$71,154 | 316                       | 5 | \$53,363 |
| Surplus Property Agent              | 4   | \$ 34,018 | 70%  | <b>\$48,878</b> | 59  | 19 | \$54,711 | 78                        | 4 | \$31,379 |
| Systems Software Analyst II         | 26  | \$ 51,284 | 90%  | <b>\$56,869</b> | 59  | 19 | \$54,711 | 1022                      | 8 | \$63,343 |
| Systems Software Supervisor         | 6   | \$ 65,600 | 98%  | <b>\$66,743</b> | 21  | 6  | \$66,389 | 219                       | 6 | \$67,804 |
| Tax Examiner                        | 0   | NA        | NA   | <b>\$30,854</b> | NM  | NM | NM       | 383                       | 5 | \$30,854 |
| Tax Examiner Senior                 | 4   | \$ 29,934 | 87%  | <b>\$34,421</b> | NM  | NM | NM       | 837                       | 8 | \$34,421 |
| Tax Manager                         | 1   | \$ 37,003 | 88%  | <b>\$42,222</b> | NM  | NM | NM       | 137                       | 5 | \$42,222 |
| Technical Support Consultant II     | 79  | \$ 43,550 | 86%  | <b>\$50,621</b> | 20  | 10 | \$52,463 | 137                       | 4 | \$45,096 |
| Technical Suport Supervisor         | 21  | \$ 52,172 | 92%  | <b>\$56,946</b> | 20  | 10 | \$57,222 | 107                       | 6 | \$56,119 |
| Technological Support Technician II | 31  | \$ 35,523 | 88%  | <b>\$40,214</b> | 74  | 22 | \$39,729 | 132                       | 4 | \$41,667 |
| Veterinarian                        | 4   | \$ 76,622 | 95%  | <b>\$80,868</b> | 1   | 1  | \$80,000 | 4                         | 1 | \$83,470 |
| Volunteer Services Coordinator      | 5   | \$ 37,569 | 93%  | <b>\$40,486</b> | 19  | 17 | \$37,741 | 26                        | 5 | \$48,719 |

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# Update on Implementation Activities

Before the State Employee Pay Plan Oversight Committee  
January 13, 2010

By Kraig Knowlton,  
Department of Administration  
Division of Personnel Services

Thank you for the opportunity to speak to you today about the progress to date with respect to the implementation efforts for Groups 1 and 2 as well as the new Performance Management Process (PMP) for the State.

## Group 2 Efforts

Given the phased implementation schedule, the focus of our efforts so far during FY2010 have been on Group 2. As the first year in the three-year implementation for Group 2, the first of those efforts was a comprehensive review of every position allocated to a classification assigned to Group 2.

Once again, this review was conducted by Classification Review Teams composed of Human Resource (HR) personnel from several agencies and staff from the Division of Personnel Services (DPS), with input from subject matter experts whenever is necessary. As we have discussed before, this is a laborious process which not only involves the review of all positions in Group 2, but also a review of the almost 250 job classifications assigned to Group 2 themselves. These teams have completed the review of 8,295 positions in Group 2 and are currently in the process of drafting their proposals and recommendations.

The other major effort undertaken with respect to Group 2 was the required annual salary survey for one-third of the State's workforce. As Ken discussed earlier, this survey was prepared and conducted last summer for benchmarks in Group 2.

## Group 1 Efforts

While the bulk of the work was focused on Group 2, FY2010 is the second year of the three-year implementation period for Group 1 so there was also work that continued to be done for those job classifications as well. Agencies were informed of the recommendations of the Classification Review Teams for the 8,650 positions that were reviewed in the nearly 150 classifications that were assigned to Group 1 in June 2009. The agencies were also provided links to the 51 proposed new classifications that were developed by the Classification Review Teams during the review process at that time as well. This was all followed up by a presentation to the State Human Resource Community at the State HR Conference last fall.

After receiving all of this information, agencies were provided an opportunity to appeal any of the recommended allocations that were proposed as well as to make comments and suggestions with respect to the proposed new job classifications. Staff from DPS are currently in the process of reviewing the responses from agencies and we hope to have all issues resolved no later than March of this year.

Department of Administration  
Division of Personnel Services  
January 13, 2010

State Employee Pay Plan  
Oversight Committee  
Date 1-13-2010  
Attachment 2

## **New Performance Management Process**

The new PMP was implemented on October 1, 2009. Earlier in the year, staff had conducted several train-the-trainer sessions for agency trainers and HR staff. After those sessions, the agencies that had the staff and capabilities to do so then presented the training to managers and supervisors in that agency, and staff from DPS and several members of the State's HR Community provided the training to the managers and supervisors in agencies that were not able to present the training themselves. As a result, by the time the new PMP took effect, we believe that every manager and supervisor throughout the State workforce had an opportunity to attend training on the new process.

Based on the focal point requirements of the new PMP, all classified employees were to have had their performance planning meetings under the new process sometime between October 1<sup>st</sup> and December 31, 2009. By this time next year, in accordance with the regulations, the entire workforce will have had a full year's experience with the new PMP and all classified employees will have had a performance evaluation under the new process.

We continue to seek feedback and input on the new PMP and are looking for ways to improve and refine the new process, based on the experience gained from actually working with it. We hope to be able to make any adjustments or changes to the new PMP based on this feedback sometime during calendar year 2010 so that we can finalize the process in time for the next focal point in October and will inform the Committee of any changes that are made as a result of this process.