

**CITY OF JOPLIN
COUNCIL AGENDA ITEM**

ITEM

Council Bill 2023-506 – Approving the Salary Administration Plan for Classified and Unclassified positions and the Salary Administration Plan for Part-Time/Seasonal positions.

MEETING DATE

May 1, 2023

ORIGINATING DEPT

Finance

ATTACHMENTS

CB 2023-506 Ordinance; Exhibit “A”-Salary Administration Plan for Classified and Unclassified positions; Exhibit “B”-Salary Administration Plan for Part-Time/Seasonal positions; Schedule “A”-Budget Amendment

REVIEWED BY

Department Head: Leslie Haase; Human Resources Director: Michelle Ducre; City Attorney: Peter Edwards; City Manager: Nick Edwards

SUMMARY

This Council Bill approves the Salary Administration Plan for Classified and Unclassified positions, as well as the Salary Administration Plan for Part-Time/Seasonal positions.

BACKGROUND

Wage improvements for all City employees have been a priority of the City Manager, along with City Council support, since 2020. As such, the City first commissioned a market study that showed the entire Salary Administration Plan was too low and resulted in a 9% across-the-board adjustment to the entire Plan and, correspondingly, to employees. This was followed by the adoption of a Compensation Philosophy to follow once the pay structure is corrected based on available resources. However even after these steps, there was still a feeling that the pay plan structure through the placement or groupings of positions was not correct and the Plan was in need of an internal equity update. In order to review internal equity, the next step was to update the job descriptions, which was undertaken and completed in 2021. This set the stage for an internal equity study in 2022.

The City hired AGH to conduct that study. The process was very much an employee driven process with the consultant. There was an employee committee made up of representatives from across departments. With the consultant’s assistance, the committee learned about compensable factors, helped choose the compensable factors for this organization and scored the positions. AGH reviewed and validated the information and compiled the correct groupings for the positions, which was presented to City Council in August of 2022.

At this same time, the voters of Joplin were asked to consider Prop Public Safety, which was

ultimately not successful. With the outcome of the election, City staff began working with the FOP to develop a new pay plan for the police department, along with an agreement. Through the collaborative process, a new agreement, including a pay plan with guaranteed step increases for five years, was adopted and went into effect on September 10, 2022. Next, similar work began with the IAFF for the fire department. A similar agreement and pay plan was developed and adopted at the end of December 2022.

Then, work turned to developing a pay plan that implements the internal equity recommendations. As presented in August by AGH, the City's entire pay plan is too low, too compressed and the positions are not correctly grouped based on compensable factors and they recommended adopting a new pay plan. The proposed pay plan is built around the police and fire pay plans in an attempt to ensure the entire pay structure is equitable for the organization as a whole. Internal equity is not about giving pay raises today, although that does occur through placement in the new pay plan, but rather about placing positions in the appropriate grades and grouped with similarly valued positions based on those compensable factors. The compensable factors developed for this organization are:

- Knowledge
- Responsibility and Accountability
- Leadership
- Fiscal Responsibility
- Work Impact
- Problem Solving
- Customer Service
- Physical Working Conditions
- Mental Stress

The new structure reduces the number of grades from 24 to 15, increases the steps from 2% to 2.5%, which reduces the number of steps from 20/22 to 17/18. The annual starting pay increases from \$22,917.00 to \$28,392.00. Placement within the pay plan will be minimum placement, which means the employee will move to the next closest step in their new grade to what their current pay is under the existing Plan. No position is moving backwards in terms of the starting pay for their new grade. The annual total cost of implementing this Plan is approximately \$1.4 million across all funds. The annual cost to the general fund is approximately \$420,000. Under fund accounting, employees are accounted for in various funds. As such, the cost of this plan is assessed to the appropriate fund for that employee. If passed tonight, the effective date of this Plan will be May 6, 2023.

This proposal is to utilize the increase in revenue from inflation and growth, as shown over the last several years to be financially sustainable, to fund this pay plan, along with the new police and fire pay plans recently adopted. While this is not the final step in needed wage improvements for general employees, the same as with the police and fire pay plans, this is merely one more step in the needed continued wage improvements with available resources in order to retain and recruit quality employees to provide the services the community desires. The inability to retain

and recruit employees utilizing the current pay plan have hindered the City's ability to provide critical services to the community.

FUNDING SOURCE

This 2023 budget is being amended across the funds for the remaining six months of the fiscal year.

RECOMMENDATION

Staff recommends approval of this council bill on an emergency basis.