

# **Franklin County**

## **POSITION EVALUATION PLAN**

**Executive, Management, Administrative, Professional, Office & Support Positions**

### **FOREWORD**

The purpose of the Position Evaluation Program is to develop a clear understanding of each different position in the organization, to ensure that each position is measured on the same basis to determine its relative value, and to ensure that each individual is equitably and competitively compensated for the type of work performed.

The position evaluation plan has been constructed to serve as a guide for Franklin County. The plan utilizes eight factors or "yardsticks" as the basis of measurements.

Position evaluation is not a science, but an objective method of making judgments concerning the relative value of positions with the organization. While it is impossible to eliminate all subjectivity in making these determinations, it is important to remember that the position, not the employee, is being evaluated.

# **Franklin County**

## **POSITION EVALUATION PLAN**

**Executive, Management, Administrative, Professional, Office & Support Positions**

### **FACTORS**

1. Knowledge/Education
2. Mental Activity/Complexity of Decision
3. Job Experience
4. Responsibility/Accountability
5. Management Control
6. Relationships
7. Analysis and Research
8. Working Conditions

# Franklin County

## POSITION EVALUATION PLAN

### Executive, Management, Administrative, Professional, Office & Support Positions

#### *Factor 1*

#### **KNOWLEDGE/EDUCATION**

This factor measures the requirement for knowledge and skill in administration, professional, technical and human relations areas. This knowledge requirement may be specialized, diverse or broad in scope. Consider the need for specialized knowledge in one or more of the recognized functions of the organization. Knowledge may be obtained through formal schooling, specialized training or self-education. Consider the minimum knowledge requirement for satisfactory performance of the job.

#### Degree

1. Position requires an elementary knowledge of business methods or practices, standard technical formats, routine understanding of accounting, research techniques, or a minimum exposure to human relations skills.
2. Position requires a working knowledge of accepted business procedures or technical practice which are generally related to like activities within a given unit or department.
3. Position requires a thorough knowledge of some specialized area in the business, accounting, or technical field, and a working knowledge of several related areas or functions.
4. Position requires a thorough knowledge of financial, commercial or technical practice and principles, plus specialization in a particular area. Operations or concepts are of a diverse nature rather than related.
5. Position requires a broad range of managerial expertise integrating several major functions within the job requirements and responsibilities. Generally, the knowledge required transcends interdepartmental lines throughout the organization. Such knowledge has a significant bearing on planning, forecasting, and highly developed motivational techniques.
6. Position requires a highly technical skill and comprehensive and broad knowledge of several fields commensurate with the management function. High demand is made upon integrating and coordinating diversified functions involved in managerial process.

# **POSITION EVALUATION PLAN**

## **Executive, Management, Administrative, Professional, Office & Support Positions**

### ***Factor 2***

#### **MENTAL ACTIVITY/COMPLEXITY OF DECISIONS**

The requirement for original and independent creation, analysis reasoning, evaluating, judgment, and choosing among alternatives. Decisions covered by standard practice and procedure do not require "mental activity." Decisions which establish standard practice and procedure do require mental activity.

#### **Degree**

1. Decisions are based on routine procedures, and simplified rules. The work is repetitive and answers balance to prescribed standards. Mental activity is confined to the operating department and usually all answers which complete the work task are checked by a superior.
2. Decisions are usually predictable and historical data is used as the predictive agent. This degree involves a working knowledge of standard administrative practices. These types of decisions do not involve creative or original work.
3. Decisions are generally guided by established policy and procedures but can involve diversified functions. Position requirements demand a specialized level of job knowledge.
4. Decisions are based on broadly defined policies or procedures which cause thought pattern to be original and creative based upon a thorough knowledge of the administrative or technical function. Decisions require a thorough understanding of governmental regulations, accounting principles, or advanced knowledge or concepts.
5. Decisions are significant and have a broad impact on the normal operation of the organization. Independent, self-starting action is required, although intended actions may be checked through consultation with other members of the organization. Most situations vary and more than one thought process is required to solve a problem such as the combination of analysis, evaluation, and interpretive thinking.
6. Decisions are derived in the abstract sense and are significant within the limits of established overall organization policy. These decisions have broad impact on the continued operation and future development of the organization. The decisions made are unique and usually non-recurring. They are the type identified by the highest creativity and thought processes, and are based upon a thorough knowledge of the administrative process usually at the Executive level.

# **POSITION EVALUATION PLAN**

## **Executive, Management, Administrative, Professional, Office & Support Positions**

### ***Factor 3***

#### **JOB EXPERIENCE**

This factor measures the minimum time necessary to acquire, through experience, the practical knowledge, skill, and technique to perform the work. It is the total of time necessary in related work on-the-job training in which the experiences are directly applicable.

#### **Degree**

1. Minimum experience required can be accumulated during the first year of employment with the organization.
2. Minimum experience normally required of the position: from one to three years employment with the organization or with another similar organization in related jobs.
3. Minimum experience normally required of the position: from three (3) years through five (5) full years employment with the organization or with another similar organization in related jobs.
4. Minimum experience normally required of the position: from five (5) years through seven (7) full years employment with the organization or with another similar organization in related jobs.
5. Minimum experience normally required of the position: from seven (7) years through ten (10) full years employment with the organization or with other similar organizations in related jobs.
6. Minimum experience normally required of the position: from over ten (10) full years experience in related positions with the organization or other similar organizations.

# POSITION EVALUATION PLAN

## Executive, Management, Administrative, Professional, Office & Support Positions

### *Factor 4*

#### RESPONSIBILITY/ACCOUNTABILITY

The requirement of independent responsibility for what happens. The exercise of judgment is mental activity, but the results of judgment are accountability. Accountability may be observable, or it may be remote, as in making long-range policy. In evaluating this factor, consideration for the size of the operation, including budget requirements, manpower requirements, unique situations which are required by management, and their overall impact on organization operations should be addressed.

#### Degree

1. Position requires limited or slight diversity of tasks and has a minimum effect (direct or indirect) on others. The impact of the job on end results is considered informational for use by others in relation to some end results. The position requires a very limited degree to act independently, and has a correspondingly limited effect on costs or budgets.
2. Position involves a specialty in a somewhat restricted area of activity, or in a few functions with only a moderate effect on the work of others. Probable errors are usually confined to a small phase of the operation's activity.
3. Position involves moderately diverse, complex or varied activities or functions which are usually related, and requiring planning and coordination with the work of others. This position is usually subject to managerial direction, and probable errors have an impact on the operations or cost within or between departments, and could have some impact on the overall operations of the organization.
4. Position involves considerable diversity and complexity of activities or functions, not necessarily related, with the need for integration and coordination. Examples of the magnitude of this job include managing broad areas, major coordination of manpower planning and budgetary control. Probable errors have a direct effect on operating results and would have a serious effect on the organization's overall operation or reputation. This position is subject to broad management guidance.
5. Position involves wide diversity and complexity of activities and functions. There is the need for strategic planning, high scientific application and control over dollar values. This position requires full management control over large scale operations.
6. Position responsibility is the highest in the organization where reporting relationships are guided by the Board. Errors would have a continuing influence on the future operation of the organization. This position is the ultimate control on end results, where shared accountability of others is subordinate.

# POSITION EVALUATION PLAN

## Executive, Management, Administrative, Professional, Office & Support Positions

### *Factor 5*

#### MANAGEMENT CONTROL

This factor measures the responsibility for training, guiding or directing the effort of others, either personally or through subordinates. It measures to what extent the job requires organizing work, making plans and schedules, and leading others toward organization goals. In evaluating this factor, consideration should be given for supervising either through direct or indirect means.

#### Degree

1. Responsible for own work and not normally required to direct or supervise other personnel, but may occasionally instruct or show another employee how to perform the work.
2. Responsible for such matters as allocation of work, assignment of tasks, compliance with prescribed procedures and/or provide training and guidance. Has limited, direct responsibility for personnel control and may perform work of a similar or closely allied nature.
3. Responsible for such things as interpreting and applying directions originating at a higher level, scheduling and assigning work, devising or changing methods, recommending increases, promotions, transfers or discharges, and otherwise exercising intermediary control over assigned personnel.
4. Plans and schedules work, establishes standards, interprets and applies policy, may formulate procedures or initiate activities within the scope of the position. Exercises control over assigned personnel directly.
5. Through subordinates, assumes responsibility for organization and control of area, makes long-range plans, forecasts manpower requirements and estimates costs; may formulate general policies and procedures within the scope of the position.
6. Responsible for general administrative or executive supervision of a major segment of the organization's activity. Involves determination of expenditure, budget and costs. Promulgates general rules and procedures, shapes and applies broad plans of operation as determined by consultation with others in top management.

# POSITION EVALUATION PLAN

## Executive, Management, Administrative, Professional, Office & Support Positions

### *Factor 6*

#### RELATIONSHIPS

This factor measures the effect of internal or external contacts upon costs or reputation and prestige of the organization. It is that factor which deals most importantly with human relations skills. The nature and level of such contacts, their frequency, whether information is furnished or obtained, or whether it is necessary to influence others should all be given consideration.

When evaluating this factor, determine the frequency, level, and type of contact made with outside relations such as customers, agents, consultants, civic leaders, government officials, and vendors.

#### Degree

1. Relationships are with immediate associates, or routine suppliers. There is little evidence of directing or controlling an operation.
2. Relationships are with members outside of the department and require effective communications in order to coordinate the work effort, which is usually standardized in its approach. External contacts are usually directed within normal administrative policy to accomplish set goals or objectives. Maintenance of continuing and developing relationships are encouraged.
3. Relationships require resourcefulness, tact and diplomacy in the presentation and discussion of problems of more than average difficulty to obtain cooperation and approval of others.
4. Relationships stretch across broad organizational lines or involve a high degree of technical understanding and the ability to communicate technical concepts. This position requires critical skills, and the incumbent must proceed in relationships where innovative and unstructured situations arise. Relationships of this nature usually involve combined skills in understanding, selecting, developing and motivating people to the highest degree.
5. Relationships involve all components of the organization structure. The incumbent must be able to communicate, in a critical environment, to specialized, technical, or professional advisors, whereby decisions are made at the highest level. Chief among the requirements is to effectively coordinate the management team within stated objectives.
6. Relationships involve the executive level where the incumbent is always the chief spokesman for the organization. Policy is communicated by the incumbent to the other members of the Board, and control over its implementation is also the responsibility within this relationship.



# POSITION EVALUATION PLAN

## Executive, Management, Administrative, Professional, Office & Support Positions

### *Factor 7*

#### ANALYSIS AND RESEARCH

This factor measures the fact-finding and interpretation, investigation, research, and analysis required for the satisfactory performance of the position. Research may be required with respect to financial, economic and social trends, the effect of technological developments, new industries, and other matters.

Consider the amount of intensity of real study and analysis (rather than shrewdness) as the basis for determining action, setting goals, making long-range plans, and rendering service.

#### Degree

1. Position requires compiling facts and figures in accordance with established procedures.
2. Position requires investigating and analyzing current activities or information in a specialized field involving only the use and rearrangement of readily available data and indicating logical conclusions or recommendations.
3. Position requires analyzing complex activities, or information sometimes varied in content and involving some original arrangement or interpretation to arrive at logical conclusions.
4. Position requires studying, analyzing, and interpreting complex activities or information in order to refine and improve known practices or develop new approaches.
5. Position requires the creation, interpretation and/or evaluation of innovative activities or information usually involving new or improved applications, requires development of logical conclusions and analysis of their long-range impact on the organization.
6. Position requires sophisticated technical analysis which may include computer models, quantitative analysis with finite applications or very special mathematical analysis, any or all of which causes original concepts or designs to be implemented.

# **POSITION EVALUATION PLAN**

## **Executive, Management, Administrative, Professional, Office & Support Positions**

### ***Factor 8***

#### **WORKING CONDITIONS**

This factor measures the physical surroundings under which the job must be performed and includes the potential for occupational injury.

#### **Degree**

1. Duties are performed in a typical office environment with minimal or no exposure to noise, dust, fumes, and little or no potential for injury.
2. Generally good working conditions with occasional brief exposure to temperature extremes, noise, fumes and other elements, and little or no exposure for occupational injury.
3. Somewhat disagreeable working conditions where duties involve some, but limited, exposure to noise, caustic chemicals, temperature extremes, dust, fumes and other disagreeable elements. Potential for injury exists from exposure to chemicals, falls on slippery surfaces, heavy lifting, etc.
4. Duties are performed under undesirable working conditions involving continuous presence of unpleasant or irritating chemicals, fumes, considerable noise, or constant exposure to outdoor temperature extremes. Frequent exposure to hazardous situations exists and the potential for serious disabling injury is occasionally present.
5. Extremely undesirable and potentially dangerous working conditions. Duties may involve frequent and prolonged periods working on high voltage lines, dangerous chemicals, machinery, and explosives, etc. Potential for severe and life threatening injuries are present.

## Franklin County

### **Point Values for Executive, Management, Administrative, Professional, Office & Support Positions**

<b><u>Factor</u></b>	<b><u>1</u></b>	<b><u>2</u></b>	<b><u>3</u></b>	<b><u>4</u></b>	<b><u>5</u></b>	<b><u>6</u></b>
1. Knowledge/Education	22	36	56	88	140	220
2. Mental Activity/Complexity of Decisions	12	19	30	47	76	120
3. Job Experience	15	24	38	60	95	150
4. Responsibility/Accountability	17	28	44	70	110	170
5. Management Control	15	24	38	60	95	150
6. Relationships	10	16	25	39	66	100
7. Analysis and Research	9	14	23	36	57	90
8. Working Conditions	7	12	22	39	70	

### **Point Spread for Executive, Management, Administrative, Professional, Office & Support Positions**

<b><u>Grade Level</u></b>	<b><u>Point Spread</u></b>
1	Up to 179
2	180 - 220
3	221 - 290
4	291 - 339
5	340 - 475
6	476 - 540
7	541 - 610
8	611 - 700
9	701 - 800
10	801+

**Franklin County**  
**Analysis of Salary Survey Data for Non-Elected Positions**  
**March 29, 2018**

	Current Grade Level	Survey Averages			Franklin County Salaries			Comparisons				
		Number of Responses	Average Structure Minimum	Average Structure Maximum	Average Actual Pay	Salary Structure Minimum	Salary Structure Maximum	% County Minimum to Survey Average Minimum	% County Maximum to Survey Average Maximum	% County Average Actual Pay to Survey Average Actual Pay		
Administration												
1	County Clerk	8	2 Structure 6 Actual	\$27.36	\$34.89	\$34.01	\$22.47	\$28.31	\$28.31	82.1%	81.1%	83.2%
2	Deputy County Clerk	5	1	\$17.52	\$25.16	\$25.16	\$17.12	\$21.58	\$22.67	97.7%	85.8%	90.1%
3	Finance Manager	5	4 Structure 5 Actual	\$19.02	\$25.52	\$23.59	\$17.12	\$21.58	\$22.67	90.0%	84.6%	96.1%
4	Deputy Treasurer	5	2	\$18.92	\$23.78	\$22.51	\$17.12	\$21.58	\$22.67	90.5%	90.7%	100.7%
5	E-911 Addressing Officer	3	1	\$15.00	\$21.57	\$18.85	\$14.19	\$17.88	\$17.24	94.6%	82.9%	91.5%
6	Departmental Secretary	-	4	\$15.58	\$19.65	\$18.53	To Be Determined					
County Attorney's Office												
7	Trial Assistant Administrator	5	3 Structure 4 Actual	\$17.35	\$22.98	\$21.51	\$17.12	\$21.58	\$20.80	98.7%	93.9%	96.7%
8	Trial Assistant	4	3 Structure 4 Actual	\$15.83	\$20.91	\$16.84	\$16.37	\$20.62	\$18.66	103.4%	98.6%	110.8%
Deeds												
9	Deputy Register of Deeds	5	4	\$14.51	\$19.47	\$17.88	\$17.12	\$21.58	\$22.33	118.0%	110.8%	124.9%
10	Deeds Secretary	4	3	\$12.92	\$16.86	\$16.72	\$16.37	\$20.62	\$17.68	126.7%	122.3%	105.7%
Probate												
11	Deputy Register of Probate	5	2 Structure 3 Actual	\$15.45	\$19.45	\$18.49	\$17.12	\$21.58	\$22.33	110.8%	111.0%	120.8%
Corrections												
12	Jail Administrator	6	1 Structure 3 Actual	\$20.00	\$23.19	\$26.42	\$18.66	\$23.51	\$23.17	93.3%	101.4%	87.7%
13	Assistant Jail Administrator/Operations Lieutenant	5	1 Structure 2 Actual	\$17.15	\$19.88	\$20.39	\$17.12	\$21.58	\$20.79	99.8%	108.6%	102.0%

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14	Shift Supervisor	-	2 Structure 3 Actual	\$16.32	\$21.12	\$20.16	\$17.57	\$22.54	\$21.47	107.7%	106.7%	106.5%
15	Transport Supervisor	-	0	Insufficient Data			Unknown					
16	Detention Center Officer	-	2	\$14.38	\$18.55	\$16.82	\$14.86	\$20.64	\$18.12	103.3%	111.3%	107.7%
17	Utility Detention Center/Transport Officer	-	0 Structure 1 Actual	Insufficient Data		\$15.00	\$15.81	\$20.64	N/A			
18	Custodian	2	1 Structure 2 Actual	Insufficient Data	\$15.82	\$17.00	\$12.99	\$16.36	\$14.80		103.4%	87.1%
19	Cook Supervisor	3	2	\$13.56	\$18.03	\$15.58	\$ 14.19	\$ 17.88	\$16.72	104.6%	99.2%	107.3%
20	Cook	2	2	\$12.24	\$16.41	\$13.38	\$12.99	\$16.36	\$15.78	106.1%	99.7%	117.9%
21	Clerk	3	0	Insufficient Data			\$14.19	\$17.88	\$16.18			
Sheriff												
22	Police Chief (Towns only)	-	1 Structure 2 Actual	\$25.66	\$34.71	\$31.35	N/A		\$30.56			97.5%
23	Chief Deputy	8	3 Structure 5 Actual	\$23.13	\$29.79	\$28.65	\$22.47	\$28.31	\$29.06	97.1%	95.0%	101.4%
24	Detective Lieutenant	7	0	Insufficient Data			\$19.96	\$25.15	\$25.15			
25	Patrol Lieutenant	7	3 Structure 4 Actual	\$19.35	\$25.18	\$26.30	\$19.96	\$25.15	\$24.46	103.2%	99.9%	93.0%
26	Criminal Investigator/ Detective	-	2 Structure 3 Actual	\$19.00	\$25.65	\$23.71	\$19.61	\$21.13	\$22.11	103.2%	82.4%	93.3%
27	Patrol Sergeant	-	4 Structure 5 Actual	\$19.53	\$25.95	\$24.58	\$20.55	\$22.11	\$22.11	105.2%	85.2%	90.0%
28	Patrol Deputy	-	4	\$17.34	\$23.32	\$21.23	\$18.68	\$20.18	\$18.88	107.7%	86.5%	88.9%

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29	Office Manager	4	3 Structure 4 Actual	\$15.30	\$21.15	\$20.73	\$16.37	\$20.62	\$19.89	107.0%	97.5%	95.9%
Communications												
30	Communications/ Dispatch Director	6	2 Structure 3 Actual	\$22.55	\$28.53	\$26.48	\$18.66	\$23.51	\$22.67	82.7%	82.4%	85.6%
31	Dispatch Supervisor/ Training Officer	-	5	\$17.38	\$22.17	\$21.89	\$16.62	\$21.08	\$20.59	95.6%	95.1%	94.1%
32	Dispatcher	-	4	\$15.32	\$19.59	\$17.97	\$14.76	\$18.75	\$16.87	96.3%	95.7%	93.9%
Emergency Management												
33	EMA Director	6	2 Structure 4 Actual	\$20.64	\$26.01	\$23.40	\$18.66	\$23.51	\$23.17	90.4%	90.4%	99.0%
34	EMA Deputy Director	5	3	\$16.87	\$22.18	\$20.28	\$17.12	\$21.58	\$20.80	101.5%	97.3%	102.6%
Information Technology												
35	IT Systems Administrator	6	1	\$17.18	\$19.92	\$20.32	\$18.66	\$23.51	\$24.51	108.6%	118.0%	120.6%
Unorganized Territories												
36	Road Agent	-	0 Structure 2 Actual	Insufficient Data		\$22.42	N/A		Stipend			
Maintenance												
37	Facilities Manager	3	2 Structure 3 Actual	\$14.97	\$20.64	\$18.68	\$14.19	\$17.88	\$16.72	94.8%	86.6%	89.5%
38	Custodian/Maintenance Worker	1	5	\$12.82	\$16.65	\$13.92	\$12.23	\$15.41	\$14.40	95.4%	92.6%	103.4%
AVERAGE:										100.5%	96.7%	99.5%



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3	Finance Manager	4 Structure 5 Actual	\$19.02	\$25.52	\$23.59	\$17.12	\$21.58	\$22.67	90.0%	84.6%	96.1%
4	Deputy Treasurer	2	\$18.92	\$23.78	\$22.51	\$17.12	\$21.58	\$22.67	90.5%	90.7%	100.7%
5	E-911 Addressing Officer	1	\$15.00	\$21.57	\$18.85	\$14.19	\$17.88	\$17.24	94.6%	82.9%	91.5%
6	Departmental Secretary	4	\$15.58	\$19.65	\$18.53	To Be Determined					
County Attorney's Office											
7	Trial Assistant Administrator	3 Structure 4 Actual	\$17.35	\$22.98	\$21.51	\$17.12	\$21.58	\$20.80	98.7%	93.9%	96.7%
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12	Jail Administrator	1 Structure 3 Actual	\$20.00	\$23.19	\$26.42	\$18.66	\$23.51	\$23.17	93.3%	101.4%	87.7%
13	Assistant Jail Administrator/Operations Lieutenant	1 Structure 2 Actual	\$17.15	\$19.88	\$20.39	\$17.12	\$21.58	\$20.79	99.8%	108.6%	102.0%



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15	Transport Supervisor	-	0	Insufficient Data			\$16.69	\$21.61	\$20.75			
16	Detention Center Officer	-	2	\$14.38	\$18.55	\$16.82	\$14.86	\$20.64	\$18.12	103.3%	111.3%	107.7%
17	Utility Detention Center/Transport Officer	-	0 Structure 1 Actual	Insufficient Data			\$15.81	\$20.64	N/A			
18	Custodian	2	1 Structure 2 Actual	Insufficient Data	\$15.82	\$17.00	\$12.99	\$16.36	\$14.80		103.4%	87.1%
19	Cook Supervisor	3	2	\$13.56	\$18.03	\$15.58	\$ 14.19	\$ 17.88	\$16.72	104.6%	99.2%	107.3%
20	Cook	2	2	\$12.24	\$16.41	\$13.38	\$12.99	\$16.36	\$15.78	106.1%	99.7%	117.9%
21	Clerk	3	0	Insufficient Data			\$14.19	\$17.88	\$16.18			
Sheriff												
22	Police Chief (Towns only)	-	1 Structure 2 Actual	\$25.66	\$34.71	\$31.35	N/A		\$30.56			97.5%
23	Chief Deputy	8	3 Structure 5 Actual	\$23.13	\$29.79	\$28.65	\$22.47	\$28.31	\$29.06	97.1%	95.0%	101.4%
24	Detective Lieutenant	7	0	Insufficient Data			\$19.96	\$25.15	\$25.15			
25	Patrol Lieutenant	7	3 Structure 4 Actual	\$19.35	\$25.18	\$26.30	\$19.96	\$25.15	\$24.46	103.2%	99.9%	93.0%
26	Criminal Investigator/ Detective	-	2 Structure 3 Actual	\$19.00	\$25.65	\$23.71	\$19.61	\$21.13	\$22.11	103.2%	82.4%	93.3%
27	Patrol Sergeant	-	4 Structure 5 Actual	\$19.53	\$25.95	\$24.58	\$20.55	\$22.11	\$22.11	105.2%	85.2%	90.0%
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**March 29, 2018 (Rev. 4/6/18)**

		Current Grade Level	Survey Averages				Franklin County Salaries			Comparisons		
			Number of Responses	Average Structure Minimum	Average Structure Maximum	Average Actual Pay	Salary Structure Minimum	Salary Structure Maximum	Average Actual Pay	% County Minimum to Survey Average Minimum	% County Maximum to Survey Average Maximum	% County Average Actual Pay to Survey Average Actual Pay
29	Office Manager	4	3 Structure 4 Actual	\$15.30	\$21.15	\$20.73	\$16.37	\$20.62	\$19.89	107.0%	97.5%	95.9%
Communications												
30	Communications/ Dispatch Director	6	2 Structure 3 Actual	\$22.55	\$28.53	\$26.48	\$18.66	\$23.51	\$22.67	82.7%	82.4%	85.6%
31	Dispatch Supervisor/ Training Officer	-	5	\$17.38	\$22.17	\$21.89	\$16.62	\$21.08	\$20.59	95.6%	95.1%	94.1%
32	Dispatcher	-	4	\$15.32	\$19.59	\$17.97	\$14.76	\$18.75	\$16.87	96.3%	95.7%	93.9%
Emergency Management												
33	EMA Director	6	2 Structure 4 Actual	\$20.64	\$26.01	\$23.40	\$18.66	\$23.51	\$23.17	90.4%	90.4%	99.0%
34	EMA Deputy Director	5	3	\$16.87	\$22.18	\$20.28	\$17.12	\$21.58	\$20.80	101.5%	97.3%	102.6%
Information Technology												
35	IT Systems Administrator	6	1	\$17.18	\$19.92	\$20.32	\$18.66	\$23.51	\$24.51	108.6%	118.0%	120.6%
Unorganized Territories												
36	Road Agent	-	0 Structure 2 Actual	Insufficient Data		\$22.42	N/A		Stipend			
Maintenance												
37	Facilities Manager	3	2 Structure 3 Actual	\$14.97	\$20.64	\$18.68	\$14.19	\$17.88	\$16.72	94.8%	86.6%	89.5%
38	Custodian/Maintenance Worker	1	5	\$12.82	\$16.65	\$13.92	\$12.23	\$15.41	\$14.40	95.4%	92.6%	103.4%
AVERAGE:									100.5%	96.7%	99.6%	



Franklin County  
Raw Data - December 2017

Position	Participant	Actual Pay (Annual)	Typical # of Hours per Week (Include # of Days per Week and # of Hours per Day)	# of Employees this Position Supervises
<b>Elected Positions</b>				
1	Commissioner Chairman			
	Piscataquis	\$8,000	2 hours per week	1
	Oxford	\$11,145	1 day per week (8 hours)	3
	Washington	\$8,175		118
	Somerset	\$8,000	5 hours per week	0
	Sagadahoc	\$7,519	1-3 hours per week	0
	TOTAL	\$42,839		
	# OF RESPONSES	5		
	Average Survey	\$8,568		
		\$17,821,107		
	Median Survey	\$8,000		
		\$16,640,000		
	Franklin Current Pay:	\$12,000	(annual)	
	% Franklin to Survey Average:	140.1%		
2	Commissioner			
	Piscataquis	\$7,500	2 hours per week	1
	Oxford	\$10,155	1 day per week (8 hours)	3
	Washington	\$6,790		118
	Somerset	\$7,000	5 hours per week	0
	Sagadahoc	\$7,519	1-3 hours per week	0
	TOTAL	\$38,964		
	# OF RESPONSES	5		
	Average Survey	\$7,793		
		\$16,209,091		
	Median Survey	\$7,500		
		\$15,600,000		
	Franklin Current Pay:	\$12,000	(annual)	
	% Franklin to Survey Average:	154.0%		
3	Treasurer			
	Piscataquis	\$25,000	5 hours per week	0
	Oxford	\$14,104	1 day per month	2
	Washington	\$26,520	3.5 days per week (8 hour days) - total of 26.58 hours	2
	Somerset	\$5,200	64 hours per week (this must be a typo - will email them)	0

Franklin County  
Raw Data - December 2017

Position	Participant	Actual Pay (Annual)	Typical # of Hours per Week (Include # of Days per Week and # of Hours per Day)	# of Employees this Position Supervises
	Sagadahoc	\$5,356	1-3 hours per week	0
	<b>TOTAL</b>	\$76,180		
	<b># OF RESPONSES</b>	5		
	Average Survey	\$15,236		
		\$31,690,880		
	Median Survey	\$14,104		
		\$29,336,320		
	Franklin Current Pay:	\$15,951	per year plus \$462/month in Flex Dollars which can be used for insurance or 457 retirement... (13 hours/week)	
	% Franklin to Survey Average:	104.7%		
<b>4</b>	<b>Sherriff</b>			
	Piscataquis	\$66,725	40 hours per week	3
	Oxford	\$68,893	4-5 days per week	42
	Washington	\$58,408	5 days per week (8 hour days) - total of 40 hours	69
	Somerset	\$78,700	40 hours per week	108
	Sagadahoc	\$77,272	5 days per week - total of 40 hours	30
	<b>TOTAL</b>	\$349,998		
	<b># OF RESPONSES</b>	5		
	Average Survey	\$70,000		
		\$145,599,043		
	Median Survey	\$68,893		
		\$143,297,440		
	Franklin Current Pay:	\$63,569	per year plus \$275/month in Flex Dollars which can be used for insurance or 457 retirement.... (40 hours/week)	
	% Franklin to Survey Average:	90.8%		
<b>5</b>	<b>Judge of Probate</b>			
	Piscataquis	\$25,000	5 hours per week	0
	Oxford	\$29,395	1 day per week (8 hours)	2
	Washington	\$40,355	5 days per week (6 hour days) - total of 30 hours	3
	Somerset	\$34,840	40 hours per week	3
	Sagadahoc	\$28,538	20 hours per week (days vary)	0



Franklin County  
Raw Data - December 2017

Position	Participant	Actual Pay (Annual)	Typical # of Hours per Week (Include # of Days per Week and # of Hours per Day)	# of Employees this Position Supervises
	TOTAL	\$158,128		
	# OF RESPONSES	5		
	Average Survey	\$31,626		
		\$65,781,132		
	Median Survey	\$29,395		
		\$61,141,600		
	Franklin Current Pay:	\$30,929	per year plus \$924/month in Flex Dollars which goes into 457 retirement ..... (19 hours/week)	
	% Franklin to Survey Average:	97.8%		
6	Register of Probate			
	Piscataquis	\$37,400	35 hours per week (7 hours per day)	1
	Oxford	\$28,495	5 days per week (6 hours per day)	2
	Washington	\$40,096	5 days per week (8 hour days) - total of 40 hours	2
	Somerset	\$43,050	40 hours per week	2
	Sagadahoc	\$42,307	5 days per week - total of 37.5 hours	2
	TOTAL	\$191,348		
	# OF RESPONSES	5		
	Average Survey	\$38,270		
		\$79,600,810		
	Median Survey	\$40,096		
		\$83,399,472		
	Franklin Current Pay:	\$41,068	per year plus single health insurance plus \$275/month in Flex Dollars which can be used for additional insurance or 457 retirement .... (32.5 hours/week)	
	% Franklin to Survey Average:	107.3%		
7	Register of Deeds			
	Piscataquis	\$41,210	35 hours per week (7 hours per day)	1
	Oxford - East	\$43,350	5 days per week (8 hour days)	2
	Oxford - West	\$30,106	5 days per week (7 hour days)	1
	Washington	\$44,735	5 days per week (8 hour days) - total of 40 hours	2

Franklin County  
Raw Data - December 2017

Position		Participant	Actual Pay (Annual)	Typical # of Hours per Week (Include # of Days per Week and # of Hours per Day)	# of Employees this Position Supervises
		Somerset	\$44,800	40 hours per week	2
		Sagadahoc	\$45,522	5 days per week - total of 37.5 hours	2
		<b>TOTAL</b>	\$249,723		
		<b># OF RESPONSES</b>	6		
		<b>Average Survey</b>	\$41,621		
			\$86,570,668		
		<b>Median Survey</b>	\$44,043		
			\$91,608,483		
		Franklin Current Pay:	\$41,068	per year plus single health insurance plus \$275/month in Flex Dollars which can be used for additional insurance or 457 retirement .... (32.5 hours/week)	
		% Franklin to Survey Average:	98.7%		



**Franklin County**  
**Recommended Salary Structure**  
**Executive, Management, Administrative, Professional, Office & Support Positions**

**April 13, 2018 (Revised 5/11/18)**

**Competitive Pay Zone  $\pm$  7.5% of Midpoint**

	<b>MINIMUM</b>	<b>MIDPOINT</b>	<b>MAXIMUM</b>
<b>Grade 10</b> <b>35% Range Spread</b>	<b>Per Hour</b> <b>Annual</b>	<b>Per Hour</b> <b>Annual</b>	<b>Per Hour</b> <b>Annual</b>
	♦ No positions currently in this grade level		
<b>Grade 9</b> <b>35% Range Spread</b>	<b>\$26.80 Per Hour</b> <b>\$55,744 Annual</b>	<b>\$31.50 Per Hour</b> <b>\$65,520 Annual</b>	<b>\$36.20 Per Hour</b> <b>\$75,296 Annual</b>
	♦ County Administrator (Proposed)		
<b>Grade 8</b> <b>35% Range Spread</b>	<b>\$24.17 Per Hour</b> <b>\$50,274 Annual</b>	<b>\$28.41 Per Hour</b> <b>\$59,093 Annual</b>	<b>\$32.64 Per Hour</b> <b>\$67,891 Annual</b>
	♦ Chief Deputy		
	♦ County Clerk		
<b>Grade 7</b> <b>35% Range Spread</b>	<b>\$22.37 Per Hour</b> <b>\$46,530 Annual</b>	<b>\$26.30 Per Hour</b> <b>\$54,694 Annual</b>	<b>\$30.21 Per Hour</b> <b>\$62,837 Annual</b>
	♦ No positions currently in this grade level		
<b>Grade 6</b> <b>35% Range Spread</b>	<b>\$20.57 Per Hour</b> <b>\$42,786 Annual</b>	<b>\$24.18 Per Hour</b> <b>\$50,294 Annual</b>	<b>\$27.78 Per Hour</b> <b>\$57,782 Annual</b>
	♦ Communications Director		
	♦ EMA Director		
	♦ Detention Center Manager		
	♦ Lieutenant (Sheriff's)		
	♦ IT Systems Administrator		
<b>Grade 5</b> <b>35% Range Spread</b>	<b>\$18.13 Per Hour</b> <b>\$37,710 Annual</b>	<b>\$21.31 Per Hour</b> <b>\$44,325 Annual</b>	<b>\$24.48 Per Hour</b> <b>\$50,918 Annual</b>
	♦ Assistant Detention Center Manager		
	♦ Road Agent		
	♦ Facility Manager		
	♦ Trial Assistant Administrator		
	♦ Treasurer/Finance Manager/Deputy County Clerk		
	♦ Deputy Register of Deeds		
	♦ Deputy Register of Probate		
	♦ Deputy EMA Director		
<b>Grade 4</b> <b>35% Range Spread</b>	<b>\$16.37 Per Hour</b> <b>\$34,050 Annual</b>	<b>\$19.23 Per Hour</b> <b>\$39,998 Annual</b>	<b>\$22.09 Per Hour</b> <b>\$45,947 Annual</b>
	♦ Deeds Secretary		
	♦ Deputy Treasurer		
	♦ E-911 Addressing Officer		
	♦ Office Manager (Sheriff's Office)		
	♦ Trial Assistant		
<b>Grade 3</b> <b>35% Range Spread</b>	<b>\$14.48 Per Hour</b> <b>\$30,118 Annual</b>	<b>\$17.01 Per Hour</b> <b>\$35,381 Annual</b>	<b>\$19.54 Per Hour</b> <b>\$40,643 Annual</b>
	♦ Department Secretary		
	♦ Detention Center Clerical		
<b>Grade 2</b> <b>35% Range Spread</b>	<b>Per Hour</b> <b>Annual</b>	<b>Per Hour</b> <b>Annual</b>	<b>Per Hour</b> <b>Annual</b>

**Franklin County**  
**Recommended Salary Structure**  
**Executive, Management, Administrative, Professional, Office & Support Positions**  
**April 13, 2018 (Revised 5/11/18)**  
**Competitive Pay Zone  $\pm$  7.5% of Midpoint**

	MINIMUM	MIDPOINT	MAXIMUM
	♦ No positions currently in this grade level		
Grade 1 35% Range Spread	Per Hour Annual	Per Hour Annual	Per Hour Annual
	♦ No positions currently in this grade level		



**Franklin County**  
**Recommended Salary Structure**  
**Executive, Management, Administrative, Professional, Office & Support Positions**  
**April 13, 2018**

Competitive Pay Zone  $\pm$  7.5% of Midpoint

	MINIMUM	MIDPOINT	MAXIMUM
Grade 10 35% Range Spread	Per Hour Annual	Per Hour Annual	Per Hour Annual
	♦ No positions currently in this grade level		
Grade 9 35% Range Spread	Per Hour Annual	Per Hour Annual	Per Hour Annual
	♦ No positions currently in this grade level		
Grade 8 35% Range Spread	\$24.17 Per Hour \$50,274 Annual	\$28.41 Per Hour \$59,093 Annual	\$32.64 Per Hour \$67,891 Annual
	♦ Chief Deputy		
	♦ County Clerk		
Grade 7 35% Range Spread	Per Hour Annual	Per Hour Annual	Per Hour Annual
	♦ No positions currently in this grade level		
Grade 6 35% Range Spread	\$20.57 Per Hour \$42,786 Annual	\$24.18 Per Hour \$50,294 Annual	\$27.78 Per Hour \$57,782 Annual
	♦ Communications Director		
	♦ EMA Director		
	♦ Detention Center Manager		
	♦ Lieutenant (Sheriffs)		
	♦ IT Systems Administrator		
Grade 5 35% Range Spread	\$18.13 Per Hour \$37,710 Annual	\$21.31 Per Hour \$44,325 Annual	\$24.48 Per Hour \$50,918 Annual
	♦ Assistant Detention Center Manager		
	♦ Road Agent		
	♦ Facility Manager		
	♦ Trial Assistant Administrator		
	♦ Treasurer/Finance Manager/Deputy County Clerk		
	♦ Deputy Register of Deeds		
	♦ Deputy Register of Probate		
	♦ Deputy EMA Director		
Grade 4 35% Range Spread	\$16.37 Per Hour \$34,050 Annual	\$19.23 Per Hour \$39,998 Annual	\$22.09 Per Hour \$45,947 Annual
	♦ Deeds Secretary		
	♦ Deputy Treasurer		
	♦ E-911 Addressing Officer		
	♦ Office Manager (Sheriff's Office)		
	♦ Trial Assistant		
Grade 3 35% Range Spread	\$14.48 Per Hour \$30,118 Annual	\$17.01 Per Hour \$35,381 Annual	\$19.54 Per Hour \$40,643 Annual
	♦ Department Secretary		
	♦ Detention Center Clerical		
Grade 2 35% Range Spread	Per Hour Annual	Per Hour Annual	Per Hour Annual

**Franklin County**  
**Recommended Salary Structure**  
**Executive, Management, Administrative, Professional, Office & Support Positions**  
**April 13, 2018**

**Competitive Pay Zone  $\pm$  7.5% of Midpoint**

	<b>MINIMUM</b>	<b>MIDPOINT</b>	<b>MAXIMUM</b>
	♦ No positions currently in this grade level		
<b>Grade 1</b> <b>35% Range Spread</b>	<b>Per Hour</b> <b>Annual</b>	<b>Per Hour</b> <b>Annual</b>	<b>Per Hour</b> <b>Annual</b>
	♦ No positions currently in this grade level		



**Franklin County**  
**Recommended Salary Structure**  
**Technical, Supervisory, Trades, Crafts & General Labor Positions**  
**April 13, 2018**

Competitive Pay Zone  $\pm$  7.5% of Midpoint

	MINIMUM	MIDPOINT	MAXIMUM
Grade 4T 35% Range Spread	\$14.48 Per Hour \$30,118 Annual	\$17.01 Per Hour \$35,381 Annual	\$19.54 Per Hour \$40,643 Annual
	♦ Cook Supervisor		
Grade 3T 35% Range Spread	\$12.76 Per Hour \$26,541 Annual	\$15.00 Per Hour \$31,200 Annual	\$17.32 Per Hour \$36,026 Annual
	♦ Cook		
	♦ Detention Center Custodian		
	♦ Facilities Custodian		
Grade 2T 35% Range Spread	Per Hour Annual	Per Hour Annual	Per Hour Annual
	♦ No positions currently in this grade level		
Grade 1T 35% Range Spread	Per Hour Annual	Per Hour Annual	Per Hour Annual
	♦ No positions currently in this grade level		

Franklin County  
Recommended Salary Structure - Market Rate  
Elected Positions  
May 11, 2018

Competitive Pay Zone  $\pm$  7.5% of Midpoint

	MINIMUM (Annual)	MIDPOINT (Annual)	MAXIMUM (Annual)
<b>COMMISSIONER CHAIRMAN</b> <i>35% Range Spread</i>	\$6,653	\$7,818	\$8,982
<b>COMMISSIONER</b> <i>35% Range Spread</i>	\$6,052	\$7,111	\$8,170
<b>TREASURER</b> <i>35% Range Spread</i>	\$11,831	\$13,903	\$15,973
<b>SHERIFF</b> <i>35% Range Spread</i>	\$54,358	\$63,875	\$73,386
<b>JUDGE OF PROBATE</b> <i>35% Range Spread</i>	\$24,559	\$28,859	\$33,156
<b>REGISTER OF PROBATE</b> <i>35% Range Spread</i>	\$29,718	\$34,921	\$40,121
<b>REGISTER OF DEEDS</b> <i>35% Range Spread</i>	\$32,320	\$37,979	\$43,634

## **Salary Administration Policy**

### **Purpose/Scope:**

The purpose of this Policy is to outline the policies and procedures governing the administration of compensation for all county employees not covered by a collective bargaining agreement and those elected to office.

### **Statement of Compensation Objectives:**

It's the County's objective to establish and maintain a compensation system that will:

- Attract, retain, and reward qualified personnel at all levels of responsibility;
- Reflect the relative difficulty and responsibility-level of positions;
- Be externally competitive, as well as internally consistent and fair;
- Foster good employee communication by providing individual employees with information on the pay structure and its administration;
- Motivate employees to work toward achievement of the County's goals;
- Control and predict salary expense;
- Be straightforward to administer; and
- Comply with applicable federal and state laws.

### **Policy:**

The following statements express the County's objectives and policies with respect to base pay of all employees. The County recognizes that not all these objectives may be completely achieved at all times for employees (due to budget constraints, etc.), but they are set forth herein to serve as guidelines against which proposed actions are to be evaluated.

- Establish grades and salary ranges that reflect the relative value to the County of the various positions.
- Ensure that, for comparable positions, pay rates and benefits are competitive with those offered by other employers providing similar employment;
- Adjust pay ranges when warranted by changing economic and competitive factors, as determined by an analysis of cost of living and/or periodic compensation surveys; and
- Ensure that compensation is not influenced by age, sex, creed, race, national origin, disability, or other protected characteristic.

## **Wage and Salary Surveys**

At the discretion of the Franklin County Commissioners, the County will periodically compare salary rates to those of other Maine counties and municipalities that are similar in structure and size.

## **Fair Labor Standards Act (FLSA) Classifications**

Each position (and each employee performing that position) must be classified as "exempt" or "non-exempt," according to guidelines established under the provisions of the Fair Labor Standards Act (FLSA). Those employees in positions classified as "exempt" are exempt from the overtime provisions of the Act. Those employees in positions classified as "non-exempt" are subject to the payment of overtime, according to wage and hour regulations.

## **Grade and Salary Range Structure**

In 2018, as a result of a comprehensive compensation and benefits survey, and with the assistance of an outside, independent Human Resources consultant, a new Grade and Salary Range Structure was developed. This system was mathematically built, with a 35% range spread, 7.5% between the midpoint and maximum to designate a competitive rate, and an average of 11% between grade levels. From this structure, we added the approved increases from 2019-2022, and built in step increases with a cap at 15 years. The steps were built with a 2.95% increase per step and the average percentage between ranges remained the same at 11%.

Positions were "slotted" into the new Salary Structure factoring in the market data and job responsibilities of each role.

Guidelines for Administering Pay within Established Pay Ranges:

- Minimum of the Range: An employee performing the duties of a position, as described in his/her job description, shall be paid not less than Step 1 of the salary range applicable to that position.
- Maximum of the Range: An employee will not receive a base pay that exceeds the maximum of the salary range applicable to that position. Once an employee's salary reaches the maximum of the salary range at Step 15, s/he will not have the opportunity to receive an increase in base pay until: 1) the pay ranges are adjusted and the maximum of the range exceeds the base pay; or 2) the employee is promoted to a higher grade level where the base pay does not exceed the top of the salary range.

## **Hiring Guidelines**

- New employees will be hired into the salary range for the position, provided they meet the minimum qualifications for the job.

## **Value of Prior Experience**

1. Full years of prior identical work experience within the county, as recommended by the Department Head/Office Holder (as applicable) and determined by the County Administrator, dating back 15 years (corresponding to 15 Steps in each salary range) is valued at 100%. Prior relevant external experience, in the same position classification, will be counted at 75% of years of service.
2. Experience will be calculated at the inception of the new Salary Structure (07/01/2022) for all current employees. This calculation takes the prior related experience, calculated as described above, and is added to Step One to determine the proper Step. If there is a fraction related to the experience calculation, it is rounded up.
3. Prior related experience will be calculated in the same manner for new employees hired on or after July 1, 2022.

## **Salary Increases**

The Franklin County Commissioners will consider salary increases under the following guidelines:

1. Salary Range Adjustments. Salary ranges will be adjusted each year based on approved cost of living increases (see below).
2. Cost of Living Increases. Employees may be eligible to receive annual cost-of-living increases based on the CPI-W (Consumer Price Index for Urban Wage Earners & Clerical Workers), as determined on December 31 of each calendar year. Any increase must be approved by the County Commissioners, and if approved, will be applied to the Salary Structure ahead of the new fiscal year. Approved COLA increases will be effective the first day of the County's next fiscal year.
3. Step Increase. The County Administrator will recommend to the Commissioners, in addition to a Cost of Living Increase, a Step Increase for all employees who are assigned a pay grade and range, which means that each employee's salary would be increased by approximately 3% (as long as the employee is not already at Step 15). Employees who are hired in the second half of any fiscal year are not eligible for a Step increase until the first day of the following fiscal year; however they will be eligible for a COLA increase.

### **Salary Increase at Time of Promotion**

When an employee is promoted to a position in a higher pay grade, the employee's salary will be increased to the new grade according to the following chart:

<b>Grade Change</b>	<b>Step in New Grade</b>
Up One Grade between Grade 3 and Grade 10	Same Step in New Grade

If the promotion is more than 2 grades higher, the salary increase will be determined on a case by case basis. If the new Step would be below the minimum of the Salary Range, the salary will be at Step 1. In no event will the employee's salary be increased to exceed the Maximum of the Salary Range.

Promotions are recommended by the Department Head/Office Holder and must be submitted to the County Administrator, and approved by the County Commissioners.

### **Salary Decrease at the Time of Demotion**

When an employee is voluntarily or involuntarily demoted, the employee's salary will be decreased to the new grade according to the following chart:

<b>Grade Change</b>	<b>Step in New Grade</b>
Down one Grade between Grade 3 and Grade 10	Same Step in New Lower Grade

If the demotion is more than 2 grades lower, the salary will be determined on a case by case basis.

### **Salary Adjustments Due to Position Reclassification**

When a current position is reclassified to a different grade by the County Administrator and Human Resources through the periodic evaluation of job responsibilities, the following guidelines will be followed and the County Administrator will make the final decision:

- If a position is reclassified to a higher grade, incumbents will be moved to the new grade and receive an increase in pay to the same step in the higher grade. The effective date will be the beginning of the pay period following the effective date of the reclassification, or the first day of the following fiscal year when reclassifications are the result of a market study.



- If a position is reclassified to a lower grade, incumbents will be grandfathered in the current grade, and there will be no change in pay as a result of the reclassification. Any new employees hired into the position will be placed in the new, lower grade.

Questions:

Questions about this Policy should be directed to the County's Human Resources Director or the County Administrator.

FY23 Structure

	0-12 Months		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
	Begin	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	
Grade 10																	
Salary	\$ 64,438.40	\$ 66,339.33	\$ 68,296.34	\$ 70,311.09	\$ 72,385.26	\$ 74,520.63	\$ 76,718.99	\$ 78,982.20	\$ 81,312.17	\$ 83,710.88	\$ 86,180.35	\$ 88,722.67	\$ 91,339.99	\$ 94,034.52	\$ 96,808.54	\$ 99,664.39	
Hourly	\$ 30.98	\$ 31.89	\$ 32.83	\$ 33.80	\$ 34.80	\$ 35.83	\$ 36.88	\$ 37.97	\$ 39.09	\$ 40.25	\$ 41.43	\$ 42.66	\$ 43.91	\$ 45.21	\$ 46.54	\$ 47.92	
Grade 9																	
Salary	\$ 61,256.00	\$ 63,063.05	\$ 64,923.41	\$ 66,838.65	\$ 68,810.39	\$ 70,840.30	\$ 72,930.09	\$ 75,081.53	\$ 77,296.43	\$ 79,576.68	\$ 81,924.19	\$ 84,340.95	\$ 86,829.01	\$ 89,390.47	\$ 92,027.48	\$ 94,742.29	
Hourly	\$ 29.45	\$ 30.32	\$ 31.21	\$ 32.13	\$ 33.08	\$ 34.06	\$ 35.06	\$ 36.10	\$ 37.16	\$ 38.26	\$ 39.39	\$ 40.55	\$ 41.74	\$ 42.98	\$ 44.24	\$ 45.55	
Grade 8																	
Salary	\$ 55,951.00	\$ 57,516.66	\$ 59,128.18	\$ 60,784.80	\$ 62,486.77	\$ 64,236.40	\$ 66,035.02	\$ 67,884.00	\$ 69,784.75	\$ 71,738.72	\$ 73,747.41	\$ 75,812.34	\$ 77,935.08	\$ 80,117.26	\$ 82,360.55	\$ 84,666.64	
Hourly	\$ 26.90	\$ 27.65	\$ 28.43	\$ 29.22	\$ 30.04	\$ 30.88	\$ 31.75	\$ 32.64	\$ 33.55	\$ 34.49	\$ 35.46	\$ 36.45	\$ 37.47	\$ 38.52	\$ 39.60	\$ 40.71	
Grade 7																	
Salary	\$ 51,916.80	\$ 53,446.35	\$ 55,025.07	\$ 56,648.31	\$ 58,319.44	\$ 60,039.86	\$ 61,811.04	\$ 63,634.46	\$ 65,511.68	\$ 67,444.27	\$ 69,433.88	\$ 71,482.18	\$ 73,590.90	\$ 75,761.83	\$ 77,996.81	\$ 80,297.71	
Hourly	\$ 24.96	\$ 25.70	\$ 26.43	\$ 27.23	\$ 28.04	\$ 28.87	\$ 29.72	\$ 30.59	\$ 31.50	\$ 32.43	\$ 33.38	\$ 34.37	\$ 35.38	\$ 36.42	\$ 37.50	\$ 38.60	
Grade 6																	
Salary	\$ 43,992.00	\$ 45,289.76	\$ 46,625.81	\$ 48,001.27	\$ 49,417.31	\$ 50,875.12	\$ 52,375.94	\$ 53,921.03	\$ 55,511.70	\$ 57,149.29	\$ 58,835.20	\$ 60,570.84	\$ 62,357.68	\$ 64,197.23	\$ 66,091.05	\$ 68,040.73	
Hourly	\$ 21.15	\$ 21.77	\$ 22.42	\$ 23.08	\$ 23.76	\$ 24.46	\$ 25.18	\$ 25.92	\$ 26.69	\$ 27.48	\$ 28.29	\$ 29.12	\$ 29.98	\$ 30.86	\$ 31.77	\$ 32.71	
Grade 5																	
Salary	\$ 39,936.00	\$ 41,114.11	\$ 42,326.98	\$ 43,578.62	\$ 44,861.11	\$ 46,184.51	\$ 47,546.95	\$ 48,949.59	\$ 50,393.60	\$ 51,880.21	\$ 53,410.68	\$ 54,986.29	\$ 56,608.39	\$ 58,278.33	\$ 59,997.54	\$ 61,767.47	
Hourly	\$ 19.20	\$ 19.77	\$ 20.35	\$ 20.95	\$ 21.57	\$ 22.20	\$ 22.86	\$ 23.53	\$ 24.23	\$ 24.94	\$ 25.68	\$ 26.44	\$ 27.22	\$ 28.02	\$ 28.84	\$ 29.70	
Grade 4																	
Salary	\$ 33,155.20	\$ 34,133.28	\$ 35,140.21	\$ 36,176.85	\$ 37,244.06	\$ 38,342.76	\$ 39,473.87	\$ 40,638.35	\$ 41,837.18	\$ 43,071.38	\$ 44,341.99	\$ 45,650.08	\$ 46,996.75	\$ 48,383.16	\$ 49,810.48	\$ 51,279.87	
Hourly	\$ 15.94	\$ 16.41	\$ 16.89	\$ 17.39	\$ 17.94	\$ 18.43	\$ 18.98	\$ 19.54	\$ 20.11	\$ 20.71	\$ 21.32	\$ 21.95	\$ 22.59	\$ 23.26	\$ 23.95	\$ 24.65	
Grade 3																	
Salary	\$ 30,492.80	\$ 31,392.34	\$ 32,318.41	\$ 33,271.80	\$ 34,253.32	\$ 35,263.80	\$ 36,304.08	\$ 37,375.05	\$ 38,477.61	\$ 39,612.70	\$ 40,781.28	\$ 41,984.32	\$ 43,222.86	\$ 44,497.94	\$ 45,810.63	\$ 47,162.04	
Hourly	\$ 14.66	\$ 15.09	\$ 15.54	\$ 16.00	\$ 16.47	\$ 16.95	\$ 17.45	\$ 17.97	\$ 18.50	\$ 19.04	\$ 19.61	\$ 20.18	\$ 20.78	\$ 21.39	\$ 22.02	\$ 22.67	
Grade 2																	
Salary	\$ 25,520.00	\$ 27,302.34	\$ 28,107.76	\$ 28,936.94	\$ 29,790.58	\$ 30,669.40	\$ 31,574.15	\$ 32,505.58	\$ 33,464.50	\$ 34,451.70	\$ 35,468.03	\$ 36,514.33	\$ 37,591.51	\$ 38,700.46	\$ 39,841.12	\$ 41,017.46	
Hourly	\$ 12.75	\$ 13.13	\$ 13.51	\$ 13.91	\$ 14.32	\$ 14.74	\$ 15.18	\$ 15.63	\$ 16.09	\$ 16.56	\$ 17.05	\$ 17.55	\$ 18.07	\$ 18.61	\$ 19.15	\$ 19.72	
Grade 1																	
Salary																	
Hourly																	

FW3 Salary Structure Revised

	Year 0-12 Months	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
	Begin	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
Grade 10	County Administrator/UT Manager															
Salary	\$ 64,438.40	\$ 66,339.33	\$ 68,286.34	\$ 70,311.09	\$ 72,385.26	\$ 74,520.63	\$ 76,718.99	\$ 78,982.20	\$ 81,312.17	\$ 83,710.88	\$ 86,180.35	\$ 88,722.67	\$ 91,339.99	\$ 94,034.52	\$ 96,808.54	\$ 99,664.39
Hourly	\$ 30.98	\$ 31.89	\$ 32.83	\$ 33.80	\$ 34.80	\$ 35.83	\$ 36.88	\$ 37.97	\$ 39.09	\$ 40.25	\$ 41.43	\$ 42.66	\$ 43.91	\$ 45.21	\$ 46.54	\$ 47.92
Grade 9	Sheriff															
Salary	\$ 61,256.00	\$ 63,063.05	\$ 64,923.41	\$ 66,838.65	\$ 68,810.39	\$ 70,840.30	\$ 72,930.09	\$ 75,081.53	\$ 77,296.43	\$ 79,576.68	\$ 81,924.19	\$ 84,340.95	\$ 86,829.01	\$ 89,390.47	\$ 92,027.48	\$ 94,742.29
Hourly	\$ 29.45	\$ 30.32	\$ 31.21	\$ 32.13	\$ 33.08	\$ 34.06	\$ 35.06	\$ 36.10	\$ 37.16	\$ 38.26	\$ 39.39	\$ 40.55	\$ 41.74	\$ 42.98	\$ 44.24	\$ 45.55
Grade 8	Deputy Chief, Human Resources Director/Deputy County Administrator/Deputy UT Manager															
Salary	\$ 55,952.00	\$ 57,518.66	\$ 59,129.18	\$ 60,784.80	\$ 62,486.77	\$ 64,236.40	\$ 66,035.02	\$ 67,884.00	\$ 69,784.75	\$ 71,738.72	\$ 73,747.41	\$ 75,812.34	\$ 77,935.08	\$ 80,117.26	\$ 82,360.55	\$ 84,664.64
Hourly	\$ 26.90	\$ 27.65	\$ 28.43	\$ 29.22	\$ 30.04	\$ 30.88	\$ 31.75	\$ 32.64	\$ 33.55	\$ 34.49	\$ 35.46	\$ 36.45	\$ 37.47	\$ 38.52	\$ 39.60	\$ 40.71
Grade 7	Jail Admin., EMA Director, IT Director, Lieutenant, Communications Director															
Salary	\$ 51,916.80	\$ 53,448.35	\$ 55,025.07	\$ 56,648.31	\$ 58,319.44	\$ 60,039.86	\$ 61,811.04	\$ 63,634.46	\$ 65,511.68	\$ 67,444.27	\$ 69,433.88	\$ 71,482.18	\$ 73,590.90	\$ 75,761.83	\$ 77,996.81	\$ 80,287.71
Hourly	\$ 24.96	\$ 25.70	\$ 26.45	\$ 27.23	\$ 28.04	\$ 28.87	\$ 29.72	\$ 30.59	\$ 31.50	\$ 32.43	\$ 33.38	\$ 34.37	\$ 35.38	\$ 36.42	\$ 37.50	\$ 38.60
Grade 6	Assistant Jail Admin., EMA Deputy Director, Registrar of Probate, Registrar of Deeds															
Salary	\$ 43,992.00	\$ 45,289.76	\$ 46,625.81	\$ 48,001.27	\$ 49,417.31	\$ 50,873.12	\$ 52,375.94	\$ 53,921.03	\$ 55,511.70	\$ 57,149.29	\$ 58,835.20	\$ 60,570.84	\$ 62,357.68	\$ 64,197.23	\$ 66,091.05	\$ 68,040.73
Hourly	\$ 21.15	\$ 21.77	\$ 22.42	\$ 23.08	\$ 23.76	\$ 24.46	\$ 25.18	\$ 25.92	\$ 26.69	\$ 27.48	\$ 28.29	\$ 29.12	\$ 29.98	\$ 30.86	\$ 31.77	\$ 32.71
Grade 5	Office Administrator, Facilities Mgr., Food Service Supervisor, Finance Mgr., Probate Deputy, Deeds Deputy															
Salary	\$ 39,936.00	\$ 41,114.11	\$ 42,326.98	\$ 43,575.62	\$ 44,861.11	\$ 46,184.51	\$ 47,546.95	\$ 48,949.59	\$ 50,393.60	\$ 51,880.21	\$ 53,410.68	\$ 54,986.29	\$ 56,608.39	\$ 58,278.33	\$ 59,997.54	\$ 61,767.47
Hourly	\$ 19.20	\$ 19.77	\$ 20.35	\$ 20.95	\$ 21.57	\$ 22.20	\$ 22.86	\$ 23.53	\$ 24.23	\$ 24.94	\$ 25.68	\$ 26.44	\$ 27.22	\$ 28.02	\$ 28.84	\$ 29.70
Grade 4	Secretary, Trial Assistant															
Salary	\$ 33,155.20	\$ 34,133.28	\$ 35,140.21	\$ 36,176.85	\$ 37,244.06	\$ 38,342.76	\$ 39,473.87	\$ 40,638.35	\$ 41,837.19	\$ 43,071.38	\$ 44,341.99	\$ 45,650.08	\$ 46,996.75	\$ 48,383.16	\$ 49,810.46	\$ 51,279.87
Hourly	\$ 15.94	\$ 16.41	\$ 16.89	\$ 17.39	\$ 17.91	\$ 18.43	\$ 18.98	\$ 19.54	\$ 20.11	\$ 20.71	\$ 21.32	\$ 21.95	\$ 22.59	\$ 23.26	\$ 23.95	\$ 24.65
Grade 3	Custodian															
Salary	\$ 30,492.80	\$ 31,392.34	\$ 32,318.41	\$ 33,271.80	\$ 34,253.32	\$ 35,263.80	\$ 36,304.08	\$ 37,375.05	\$ 38,477.61	\$ 39,612.70	\$ 40,781.28	\$ 41,984.32	\$ 43,222.86	\$ 44,497.94	\$ 45,810.63	\$ 47,162.04
Hourly	\$ 14.66	\$ 15.09	\$ 15.54	\$ 16.00	\$ 16.47	\$ 16.95	\$ 17.45	\$ 17.97	\$ 18.50	\$ 19.04	\$ 19.61	\$ 20.18	\$ 20.78	\$ 21.39	\$ 22.02	\$ 22.67
Grade 2	No Positions in this Category															
Salary																
Hourly																
Grade 1	No Positions in this Category															
Salary																
Hourly																

	COLA	Year 0-12 Months	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15															
1.03	Begin	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15																
Grade 10																																
Salary	\$	63,093.68	\$	64,294.94	\$	66,471.11	\$	68,843.81	\$	70,874.70	\$	72,985.31	\$	75,117.99	\$	77,333.97	\$	79,615.37	\$	81,965.98	\$	84,381.91	\$	86,871.18	\$	89,433.88	\$	92,072.18	\$	94,788.31	\$	97,584.56
Hourly	\$	30.33	\$	31.23	\$	32.15	\$	33.10	\$	34.07	\$	35.08	\$	36.11	\$	37.18	\$	38.28	\$	39.41	\$	40.57	\$	41.76	\$	43.00	\$	44.27	\$	45.57	\$	46.92
Grade 9																																
Salary	\$	57,630.56	\$	59,744.22	\$	60,903.03	\$	62,608.34	\$	64,361.37	\$	66,163.49	\$	68,016.07	\$	69,920.52	\$	71,878.29	\$	73,890.89	\$	75,959.93	\$	78,086.71	\$	80,273.13	\$	82,520.78	\$	84,831.36	\$	87,206.64
Hourly	\$	27.71	\$	28.48	\$	29.28	\$	30.10	\$	30.94	\$	31.81	\$	32.70	\$	33.62	\$	34.56	\$	35.52	\$	36.52	\$	37.54	\$	38.59	\$	39.67	\$	40.78	\$	41.93
Grade 8																																
Salary	\$	53,474.30	\$	55,051.80	\$	56,673.82	\$	58,347.76	\$	60,069.02	\$	61,841.06	\$	63,665.37	\$	65,543.50	\$	67,477.03	\$	69,467.60	\$	71,516.69	\$	73,626.64	\$	75,798.63	\$	78,034.69	\$	80,336.71	\$	82,706.63
Hourly	\$	25.71	\$	26.47	\$	27.25	\$	28.05	\$	28.88	\$	29.73	\$	30.61	\$	31.51	\$	32.44	\$	33.40	\$	34.38	\$	35.40	\$	36.44	\$	37.52	\$	38.62	\$	39.76
Grade 7																																
Salary	\$	45,311.76	\$	46,648.46	\$	48,024.59	\$	49,441.31	\$	50,899.83	\$	52,401.38	\$	53,947.22	\$	55,538.68	\$	57,177.05	\$	58,863.77	\$	60,600.25	\$	62,387.96	\$	64,228.41	\$	66,123.14	\$	68,073.78	\$	70,081.95
Hourly	\$	21.78	\$	22.43	\$	23.09	\$	23.77	\$	24.47	\$	25.19	\$	25.94	\$	26.70	\$	27.49	\$	28.30	\$	29.13	\$	29.99	\$	30.88	\$	31.79	\$	32.73	\$	33.69
Grade 6																																
Salary	\$	44,073.20	\$	45,375.42	\$	46,713.99	\$	48,092.06	\$	49,510.77	\$	50,971.24	\$	52,474.99	\$	54,023.01	\$	55,616.68	\$	57,257.38	\$	58,946.47	\$	60,685.39	\$	62,475.61	\$	64,318.64	\$	66,216.04	\$	68,169.41
Hourly	\$	21.19	\$	21.82	\$	22.46	\$	23.12	\$	23.80	\$	24.51	\$	25.23	\$	25.97	\$	26.74	\$	27.53	\$	28.34	\$	29.18	\$	30.04	\$	30.92	\$	31.83	\$	32.77
Grade 5																																
Salary	\$	41,134.08	\$	42,347.34	\$	43,596.79	\$	44,882.89	\$	46,206.94	\$	47,570.02	\$	48,973.63</																		

COLA	Year 0-12 Months	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
1.03	Begin	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
Grade 10																
Salary	\$	63,093.68	\$	64,294.94	\$	66,471.11	\$	68,843.81	\$	70,874.70	\$	72,985.31	\$	75,117.99	\$	77,333.97
Hourly	\$	30.33	\$	31.23	\$	32.15	\$	33.10	\$	34.07	\$	35.08	\$	36.11	\$	37.18
Grade 9																
Salary	\$	57,630.56	\$	59,744.22	\$	60,903.03	\$	62,608.34	\$	64,361.37	\$	66,163.49	\$	68,016.07	\$	69,920.52
Hourly	\$	27.71	\$	28.48	\$	29.28	\$	30.10	\$	30.94	\$	31.81	\$	32.70	\$	33.62
Grade 8																
Salary	\$	53,474.30	\$	55,051.80	\$	56,673.82	\$	58,347.76	\$	60,069.02	\$	61,841.06	\$	63,665.37	\$	65,543.50
Hourly	\$	25.71	\$	26.47	\$	27.25	\$	28.05	\$	28.88	\$	29.73	\$	30.61	\$	31.51
Grade 7																
Salary	\$	45,311.76	\$	46,648.46	\$	48,024.59	\$	49,441.31	\$	50,893.83	\$	52,401.38	\$	53,947.22	\$	55,528.68
Hourly	\$	21.78	\$	22.43	\$	23.09	\$	23.77	\$	24.47	\$	25.19	\$	25.94	\$	26.70
Grade 6																
Salary	\$	44,073.20	\$	45,375.42	\$	46,713.99	\$	48,092.06	\$	49,510.77	\$	50,971.24	\$	52,474.99	\$	54,023.01
Hourly	\$	21.19	\$	21.82	\$	22.46	\$	23.12	\$	23.80	\$	24.51	\$	25.23	\$	25.97
Grade 5																
Salary	\$	41,334.08	\$	42,347.34	\$	43,596.79	\$	44,882.89	\$	46,206.94	\$	47,570.02	\$	48,973.68	\$	50,418.07
Hourly	\$	19.78	\$	20.36	\$	20.96	\$	21.58	\$	22.21	\$	22.87	\$	23.54	\$	24.24
Grade 4																
Salary	\$	34,149.86	\$	35,157.28	\$	36,194.42	\$	37,262.15	\$	38,361.39	\$	39,493.05	\$	40,658.09	\$	41,857.50
Hourly	\$	16.42	\$	16.90	\$	17.40	\$	17.92	\$	18.44	\$	18.99	\$	19.55	\$	20.12
Grade 3																
Salary	\$	31,407.58	\$	32,334.11	\$	33,287.96	\$	34,269.56	\$	35,280.92	\$	36,321.71	\$	37,393.20	\$	38,496.30
Hourly	\$	15.10	\$	15.55	\$	16.00	\$	16.48	\$	16.96	\$	17.46	\$	17.98	\$	18.51
Grade 2																
Salary	\$		\$		\$		\$		\$		\$		\$		\$	
Hourly	\$		\$		\$		\$		\$		\$		\$		\$	
Grade 1																
Salary	\$		\$		\$		\$		\$		\$		\$		\$	
Hourly	\$		\$		\$		\$		\$		\$		\$		\$	
Hourly	\$		\$		\$		\$		\$		\$		\$		\$	
No Positions in the Category																
No Positions in the Category																

COLA		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
1.03	Begin	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
Grade 10																
Salary	\$ 64,986.49	\$ 66,903.59	\$ 68,877.25	\$ 70,909.13	\$ 73,000.95	\$ 75,154.47	\$ 77,371.53	\$ 79,653.99	\$ 82,003.78	\$ 84,422.90	\$ 86,931.97	\$ 89,477.32	\$ 92,116.90	\$ 94,834.34	\$ 97,631.96	\$ 100,512.10
Hourly	\$ 31.24	\$ 32.17	\$ 33.11	\$ 34.09	\$ 35.10	\$ 36.13	\$ 37.20	\$ 38.30	\$ 39.42	\$ 40.59	\$ 41.79	\$ 43.02	\$ 44.29	\$ 45.59	\$ 46.94	\$ 48.32
Grade 9																
Deputy Chief, Human Resources Director/Deputy County Administrator/Deputy JT Manager																
Salary	\$ 69,359.48	\$ 61,110.58	\$ 62,913.34	\$ 64,769.29	\$ 66,679.98	\$ 68,647.04	\$ 70,672.13	\$ 72,756.96	\$ 74,903.29	\$ 77,112.93	\$ 79,387.76	\$ 81,729.70	\$ 84,140.73	\$ 86,622.86	\$ 89,178.26	\$ 91,809.02
Hourly	\$ 28.54	\$ 29.38	\$ 30.25	\$ 31.14	\$ 32.06	\$ 33.00	\$ 33.98	\$ 34.98	\$ 36.01	\$ 37.07	\$ 38.17	\$ 39.29	\$ 40.45	\$ 41.65	\$ 42.87	\$ 44.14
Grade 8																
Jail Admin., EMA Director, IT Director, Lieutenant, Communications Director																
Salary	\$ 55,078.53	\$ 56,703.35	\$ 58,376.10	\$ 60,098.19	\$ 61,871.09	\$ 63,696.29	\$ 65,575.33	\$ 67,509.80	\$ 69,501.34	\$ 71,551.63	\$ 73,662.40	\$ 75,835.44	\$ 78,072.59	\$ 80,375.73	\$ 82,746.81	\$ 85,187.84
Hourly	\$ 26.48	\$ 27.26	\$ 28.07	\$ 28.89	\$ 29.75	\$ 30.62	\$ 31.53	\$ 32.46	\$ 33.41	\$ 34.40	\$ 35.41	\$ 36.46	\$ 37.53	\$ 38.64	\$ 39.78	\$ 40.96
Grade 7																
Assistant Jail Admin., EMA Deputy Director, Registrar of Probate, Registrar of Deeds, IT Specialist																
Salary	\$ 46,671.11	\$ 48,047.91	\$ 49,465.32	\$ 50,924.55	\$ 52,426.83	\$ 53,973.42	\$ 55,565.63	\$ 57,204.82	\$ 58,892.36	\$ 60,629.69	\$ 62,418.26	\$ 64,259.60	\$ 66,155.26	\$ 68,106.84	\$ 70,115.99	\$ 72,184.41
Hourly	\$ 22.44	\$ 23.10	\$ 23.78	\$ 24.48	\$ 25.21	\$ 25.95	\$ 26.71	\$ 27.50	\$ 28.31	\$ 29.15	\$ 30.01	\$ 30.89	\$ 31.81	\$ 32.74	\$ 33.71	\$ 34.70
Grade 6																
Office Administrator, Facilities Mgr., Food Service Supervisor, Bookkeeper																
Salary	\$ 45,397.46	\$ 46,736.68	\$ 48,115.41	\$ 49,534.82	\$ 50,996.09	\$ 52,500.48	\$ 54,049.24	\$ 55,643.70	\$ 57,285.19	\$ 58,975.10	\$ 60,714.86	\$ 62,505.95	\$ 64,349.88	\$ 66,246.20	\$ 68,202.52	\$ 70,214.50
Hourly	\$ 21.83	\$ 22.47	\$ 23.13	\$ 23.81	\$ 24.52	\$ 25.24	\$ 25.99	\$ 26.75	\$ 27.54	\$ 28.35	\$ 29.19	\$ 30.05	\$ 30.94	\$ 31.85	\$ 32.79	\$ 33.76
Grade 5																
Probate Deputy, Deeds Deputy, Administrative Assistant, Trial Assistant II																
Salary	\$ 42,368.10	\$ 43,617.96	\$ 44,904.69	\$ 46,229.38	\$ 47,593.15	\$ 48,997.14	\$ 50,442.56	\$ 51,930.62	\$ 53,462.67	\$ 55,039.71	\$ 56,663.39	\$ 58,334.96	\$ 60,055.84	\$ 61,827.48	\$ 63,651.40	\$ 65,529.11
Hourly	\$ 20.37	\$ 20.97	\$ 21.59	\$ 22.23	\$ 22.88	\$ 23.56	\$ 24.25	\$ 24.97	\$ 25.70	\$ 26.46	\$ 27.24	\$ 28.05	\$ 28.87	\$ 29.72	\$ 30.60	\$ 31.50
Grade 4																
Secretary, Trial Assistant, Part-time Dispatcher, Custodian																
Salary	\$ 35,174.35	\$ 36,212.00	\$ 37,280.25	\$ 38,380.02	\$ 39,512.23	\$ 40,677.84	\$ 41,877.83	\$ 43,113.23	\$ 44,386.07	\$ 45,694.43	\$ 47,042.42	\$ 48,430.17	\$ 49,858.86	\$ 51,329.69	\$ 52,843.92	\$ 54,402.81
Hourly	\$ 16.91	\$ 17.41	\$ 17.92	\$ 18.45	\$ 19.00	\$ 19.56	\$ 20.13	\$ 20.73	\$ 21.34	\$ 21.97	\$ 22.62	\$ 23.28	\$ 23.97	\$ 24.68	\$ 25.41	\$ 26.16
Grade 3																
Part-time Custodian																
Salary	\$ 32,349.81	\$ 33,304.13	\$ 34,286.60	\$ 35,298.06	\$ 36,339.35	\$ 37,411.36	\$ 38,515.00	\$ 39,651.19	\$ 40,820.90	\$ 42,025.12	\$ 43,264.86	\$ 44,541.17	\$ 45,855.13	\$ 47,207.86	\$ 48,600.49	\$ 50,034.21
Hourly	\$ 15.55	\$ 16.01	\$ 16.48	\$ 16.97	\$ 17.47	\$ 17.99	\$ 18.52	\$ 19.06	\$ 19.63	\$ 20.20	\$ 20.80	\$ 21.41	\$ 22.05	\$ 22.70	\$ 23.37	\$ 24.05



	Year 0-12 Months	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
1.03	Begin	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
Grade 10	County Administrator															
Salary	\$ 71,877.52	\$ 73,897.91	\$ 76,180.85	\$ 78,428.18	\$ 80,741.81	\$ 83,123.69	\$ 85,575.84	\$ 88,100.33	\$ 90,699.29	\$ 93,374.92	\$ 96,129.48	\$ 98,965.30	\$ 101,884.78	\$ 104,890.38	\$ 107,984.64	\$ 111,170.19
Hourly	\$ 34.56	\$ 35.58	\$ 36.63	\$ 37.71	\$ 38.82	\$ 39.96	\$ 41.14	\$ 42.36	\$ 43.61	\$ 44.89	\$ 46.22	\$ 47.58	\$ 48.98	\$ 50.43	\$ 51.92	\$ 53.45
Grade 9	Deputy Chief, Human Resources Director/Deputy County Administrator/Deputy IT Manager															
Salary	\$ 65,450.32	\$ 67,381.10	\$ 69,368.85	\$ 71,415.23	\$ 73,521.98	\$ 75,690.88	\$ 77,923.76	\$ 80,222.51	\$ 82,589.07	\$ 85,025.45	\$ 87,533.70	\$ 90,115.94	\$ 92,774.36	\$ 95,511.21	\$ 98,328.79	\$ 101,229.49
Hourly	\$ 31.47	\$ 32.39	\$ 33.35	\$ 34.33	\$ 35.35	\$ 36.39	\$ 37.46	\$ 38.57	\$ 39.71	\$ 40.88	\$ 42.08	\$ 43.32	\$ 44.60	\$ 45.92	\$ 47.27	\$ 48.67
Grade 8	Jail Admin., EMA Director, IT Director, Lieutenant, Communications Director, Programming/Reentry Coordinator															
Salary	\$ 59,558.72	\$ 61,315.70	\$ 63,124.52	\$ 64,986.69	\$ 66,903.80	\$ 68,877.46	\$ 70,909.34	\$ 73,001.17	\$ 75,154.70	\$ 77,371.77	\$ 79,654.23	\$ 82,004.03	\$ 84,423.15	\$ 86,913.84	\$ 89,477.59	\$ 92,117.18
Hourly	\$ 28.63	\$ 29.48	\$ 30.35	\$ 31.24	\$ 32.17	\$ 33.11	\$ 34.09	\$ 35.10	\$ 36.13	\$ 37.20	\$ 38.30	\$ 39.43	\$ 40.59	\$ 41.79	\$ 43.02	\$ 44.29
Grade 7	Assistant Jail Admin., EMA Deputy Director, IT Specialist															
Salary	\$ 54,202.72	\$ 55,801.70	\$ 57,447.85	\$ 59,142.56	\$ 60,887.27	\$ 62,683.44	\$ 64,532.60	\$ 66,436.32	\$ 68,396.19	\$ 70,413.87	\$ 72,491.08	\$ 74,629.57	\$ 76,831.14	\$ 79,097.66	\$ 81,431.04	\$ 83,833.26
Hourly	\$ 26.06	\$ 26.83	\$ 27.62	\$ 28.43	\$ 29.27	\$ 30.14	\$ 31.03	\$ 31.94	\$ 32.88	\$ 33.85	\$ 34.85	\$ 35.88	\$ 36.94	\$ 38.03	\$ 39.15	\$ 40.30
Grade 6	Office Administrator, Facilities Mgr., Food Service Supervisor, Bookkeeper															
Salary	\$ 48,846.72	\$ 50,287.70	\$ 51,771.19	\$ 53,298.44	\$ 54,870.74	\$ 56,489.43	\$ 58,155.86	\$ 59,871.46	\$ 61,637.67	\$ 63,455.98	\$ 65,327.93	\$ 67,255.11	\$ 69,239.13	\$ 71,281.69	\$ 73,384.50	\$ 75,549.34
Hourly	\$ 23.48	\$ 24.18	\$ 24.89	\$ 25.62	\$ 26.38	\$ 27.16	\$ 27.86	\$ 28.78	\$ 29.63	\$ 30.51	\$ 31.41	\$ 32.33	\$ 33.29	\$ 34.27	\$ 35.28	\$ 36.32
Grade 5	Probate Deputy, Deeds Deputy, Administrative Assistant, Trial Assistant II															
Salary	\$ 44,561.92	\$ 45,876.50	\$ 47,229.85	\$ 48,623.13	\$ 50,057.52	\$ 51,534.21	\$ 53,054.47	\$ 54,619.58	\$ 56,230.86	\$ 57,889.67	\$ 59,597.41	\$ 61,355.54	\$ 63,165.52	\$ 65,028.91	\$ 66,947.26	\$ 68,922.20
Hourly	\$ 21.42	\$ 22.06	\$ 22.71	\$ 23.38	\$ 24.07	\$ 24.78	\$ 25.51	\$ 26.26	\$ 27.03	\$ 27.83	\$ 28.65	\$ 29.50	\$ 30.37	\$ 31.26	\$ 32.19	\$ 33.14
Grade 4	Secretary, Trial Assistant I, Part-time Dispatcher, Custodian															
Salary	\$ 40,277.12	\$ 41,465.30	\$ 42,688.52	\$ 43,947.83	\$ 45,244.29	\$ 46,579.00	\$ 47,953.08	\$ 49,367.70	\$ 50,824.04	\$ 52,323.35	\$ 53,866.09	\$ 55,455.97	\$ 57,091.92	\$ 58,776.13	\$ 60,510.02	\$ 62,295.07
Hourly	\$ 19.36	\$ 19.94	\$ 20.52	\$ 21.13	\$ 21.75	\$ 22.39	\$ 23.05	\$ 23.73	\$ 24.43	\$ 25.16	\$ 25.90	\$ 26.66	\$ 27.45	\$ 28.26	\$ 29.09	\$ 29.95
Grade 3	Part-time Custodian															
Salary	\$ 36,527.92	\$ 37,605.49	\$ 38,714.86	\$ 39,856.94	\$ 41,032.72	\$ 42,243.19	\$ 43,489.86	\$ 44,772.30	\$ 46,093.08	\$ 47,452.83	\$ 48,852.69	\$ 50,293.84	\$ 51,777.51	\$ 53,304.95	\$ 54,877.44	\$ 56,486.33
Hourly	\$ 17.56	\$ 18.08	\$ 18.61	\$ 19.16	\$ 19.73	\$ 20.31	\$ 20.91	\$ 21.53	\$ 22.16	\$ 22.81	\$ 23.49	\$ 24.18	\$ 24.89	\$ 25.63	\$ 26.38	\$ 27.16
Grade 2	No Positions in this Category															
Salary																

	Year 0-12 Months	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
1.03	Begin	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
Grade 10	County Administrator															
Salary	\$ 71,877.52	\$ 73,897.91	\$ 76,180.85	\$ 78,428.18	\$ 80,741.81	\$ 83,123.69	\$ 85,575.84	\$ 88,100.33	\$ 90,699.29	\$ 93,374.92	\$ 96,129.48	\$ 98,965.30	\$ 101,884.78	\$ 104,890.38	\$ 107,984.64	\$ 111,170.19
Hourly	\$ 34.56	\$ 35.58	\$ 36.63	\$ 37.71	\$ 38.82	\$ 39.96	\$ 41.14	\$ 42.36	\$ 43.61	\$ 44.89	\$ 46.22	\$ 47.58	\$ 48.98	\$ 50.43	\$ 51.92	\$ 53.45
Grade 9	Deputy Chief, Human Resources Director/Deputy County Administrator/Deputy IT Manager															
Salary	\$ 65,450.32	\$ 67,381.10	\$ 69,368.85	\$ 71,415.23	\$ 73,521.98	\$ 75,690.88	\$ 77,923.76	\$ 80,222.51	\$ 82,589.07	\$ 85,025.45	\$ 87,533.70	\$ 90,115.94	\$ 92,774.36	\$ 95,511.21	\$ 98,328.79	\$ 101,229.49
Hourly	\$ 31.47	\$ 32.39	\$ 33.35	\$ 34.33	\$ 35.35	\$ 36.39	\$ 37.46	\$ 38.57	\$ 39.71	\$ 40.88	\$ 42.08	\$ 43.32	\$ 44.60	\$ 45.92	\$ 47.27	\$ 48.67
Grade 8	Jail Admin., EMA Director, IT Director, Lieutenant, Communications Director, Programming/Reentry Coordinator															
Salary	\$ 59,558.72	\$ 61,315.70	\$ 63,124.52	\$ 64,986.69	\$ 66,903.80	\$ 68,877.46	\$ 70,909.34	\$ 73,001.17	\$ 75,154.70	\$ 77,371.77	\$ 79,654.23	\$ 82,004.03	\$ 84,423.15	\$ 86,913.84	\$ 89,477.59	\$ 92,117.18
Hourly	\$ 28.63	\$ 29.48	\$ 30.35	\$ 31.24	\$ 32.17	\$ 33.11	\$ 34.09	\$ 35.10	\$ 36.13	\$ 37.20	\$ 38.30	\$ 39.43	\$ 40.59	\$ 41.79	\$ 43.02	\$ 44.29
Grade 7	Assistant Jail Admin., EMA Deputy Director, IT Specialist															
Salary	\$ 54,202.72	\$ 55,801.70	\$ 57,447.85	\$ 59,142.56	\$ 60,887.27	\$ 62,683.44	\$ 64,532.60	\$ 66,426.32	\$ 68,366.19	\$ 70,313.87	\$ 72,491.08	\$ 74,629.57	\$ 76,831.14	\$ 79,097.66	\$ 81,431.04	\$ 83,833.26
Hourly	\$ 26.06	\$ 26.83	\$ 27.62	\$ 28.43	\$ 29.27	\$ 30.14	\$ 31.03	\$ 31.94	\$ 32.88	\$ 33.85	\$ 34.85	\$ 35.88	\$ 36.94	\$ 38.03	\$ 39.15	\$ 40.30
Grade 6	Office Administrator, Facilities Mgr., Food Service Supervisor, Bookkeeper															
Salary	\$ 48,846.72	\$ 50,287.70	\$ 51,771.19	\$ 53,298.44	\$ 54,870.74	\$ 56,489.43	\$ 58,155.86	\$ 59,871.46	\$ 61,637.67	\$ 63,455.98	\$ 65,327.93	\$ 67,255.11	\$ 69,239.13	\$ 71,281.69	\$ 73,384.50	\$ 75,549.34
Hourly	\$ 23.48	\$ 24.18	\$ 24.89	\$ 25.62	\$ 26.38	\$ 27.16	\$ 27.86	\$ 28.78	\$ 29.63	\$ 30.51	\$ 31.41	\$ 32.33	\$ 33.29	\$ 34.27	\$ 35.28	\$ 36.32
Grade 5	Probate Deputy, Deeds Deputy, Administrative Assistant, Trial Assistant II															
Salary	\$ 44,561.92	\$ 45,876.50	\$ 47,229.85	\$ 48,623.13	\$ 50,057.52	\$ 51,534.21	\$ 53,054.47	\$ 54,619.58	\$ 56,230.86	\$ 57,889.67	\$ 59,597.41	\$ 61,355.54	\$ 63,165.52	\$ 65,028.91	\$ 66,947.26	\$ 68,922.20
Hourly	\$ 21.42	\$ 22.06	\$ 22.71	\$ 23.38	\$ 24.07	\$ 24.78	\$ 25.51	\$ 26.26	\$ 27.03	\$ 27.83	\$ 28.65	\$ 29.50	\$ 30.37	\$ 31.26	\$ 32.19	\$ 33.14
Grade 4	Secretary, Trial Assistant I, Part-time Dispatcher, Custodian															
Salary	\$ 40,277.12	\$ 41,465.30	\$ 42,688.52	\$ 43,947.83	\$ 45,244.29	\$ 46,579.00	\$ 47,953.08	\$ 49,367.70	\$ 50,824.04	\$ 52,323.35	\$ 53,866.09	\$ 55,455.97	\$ 57,091.92	\$ 58,776.13	\$ 60,510.02	\$ 62,295.07
Hourly	\$ 19.36	\$ 19.94	\$ 20.52	\$ 21.13	\$ 21.75	\$ 22.39	\$ 23.05	\$ 23.73	\$ 24.43	\$ 25.16	\$ 25.90	\$ 26.66	\$ 27.45	\$ 28.26	\$ 29.09	\$ 29.95
Grade 3	Part-time Custodian															
Salary	\$ 36,527.92	\$ 37,605.49	\$ 38,714.86	\$ 39,856.94	\$ 41,032.72	\$ 42,243.19	\$ 43,489.86	\$ 44,772.30	\$ 46,093.08	\$ 47,452.83	\$ 48,852.69	\$ 50,293.84	\$ 51,777.51	\$ 53,304.95	\$ 54,877.44	\$ 56,486.33
Hourly	\$ 17.56	\$ 18.08	\$ 18.61	\$ 19.16	\$ 19.73	\$ 20.31	\$ 20.91	\$ 21.53	\$ 22.16	\$ 22.81	\$ 23.49	\$ 24.18	\$ 24.89	\$ 25.63	\$ 26.38	\$ 27.16
Grade 2	No Positions in this Category															
Salary																
Hourly																
Grade 1	No Positions in this Category															
Salary																
Hourly																



# FY26 Salary Structure

COLA	Year 1	Year 2	Year 3	Year 4
1.045	Step 1	Step 2	Step 3	Step 4
Commissioners				
	2025	2026	2027	2028
Salary	\$ 12,000.00	\$ 12,000.00		
Judge				
	2023	2024	2025	2026
Salary	\$ 37,243.96	\$ 37,243.96	\$ 38,361.18	\$ 45,965.00
Treasurer				
	2023	2024	2025	2026
Salary	\$ 18,000.06	\$ 18,000.06	\$ 18,540.08	\$ 22,419.00
Register of Deeds				
	2023	2024	2025	2026
Salary	\$ 55,279.90	\$ 56,936.10	\$ 58,643.00	\$ 61,281.94
Register of Probate				
	2025	2026	2027	2028
Salary	\$ 55,330.60	\$ 59,842.90	\$ 62,535.83	\$ 65,349.94
Sheriff				
	2025	2026	2027	2028
Salary	\$ 97,632.08	\$ 107,889.60	\$ 112,744.63	\$ 117,818.14

## COLA Explained:

3% COLA plus 1.5% for step

Current	Proposed	Cost
\$ 12,000.00	\$ 12,000.00	-
\$ 38,361.18	\$ 45,965.00	\$ 7,603.82
\$ 18,540.08	\$ 22,419.00	\$ 3,878.92
\$ 58,643.00	\$ 61,281.94	\$ 2,638.94
\$ 55,330.60	\$ 59,842.90	\$ 4,512.30
\$ 97,632.08	\$ 107,889.60	\$ 10,257.52

\$ 28,891.50

Total Cost excluding Commissioners

The highlighted information indicates current rate