

COMPENSATION BOARD FOR ELECTED OFFICIALS

TO: Budget Committee

FROM: Compensation Board for Elected Officials

DATE: May 5, 2016

SUBJECT: Summary of Compensation Board Recommendations

At its April 28, 2016 meeting, the Compensation Board made salary recommendations for all elected officials: Assessor, Clerk, Commissioner, District Attorney, Justice of the Peace, Sheriff and Treasurer.

It is the Budget Committee's responsibility to balance all budget requests and provide for a budget in which expenses do not exceed revenues. It is the Compensation Board's responsibility to evaluate and recommend salary adjustments for the County's elected officials in order to maintain competitive wages with the market place. To accomplish this goal, the Compensation Board compares the salaries paid to elected officials in Clackamas County with those paid to similar positions in comparable jurisdictions, such as Multnomah County, Washington County, Clark County and City of Portland.

The Compensation Board was pleased to note that their recommendations were approved by the Budget Committee last year and encourages the committee to accept their recommendations again this year. As in previous years, the Compensation Board's recommendations are based on achieving or maintaining market parity and the desire to maintain appropriate internal alignment with second-in-command employees.

The Compensation Board's recommendations are based on their continued philosophy to maintain the elected official's salaries within plus or minus (+/-) 3% of the market adjusted average. In the case of Assessor, a more significant increase recommendation has been made in response to an internal alignment issue, and additional information has been provided.

Recommendations

Cost-of-Living Adjustment

The Compensation Board recognizes that seven of the eight bargaining groups have current collective bargaining agreements and will receive a 2% cost-of-living adjustment (COLA) on July 1, 2016, their bargained minimum. A 2% COLA was also budgeted for the Non-Represented group. With this in mind, the Compensation Board recommends all elected officials receive a 2.0% COLA on July 1, 2016 in order to maintain internal alignment with County staff. For the District Attorney, the Compensation Board recommends a 7.1% COLA to the County's portion of the official's salary. The State provides the majority of the District Attorney's salary and this COLA recommendation represents the equivalent of an overall increase of 2.0%.

Individual Salary Adjustments

For the first time in many years, the Compensation Board noted that none of the elected officials' adjusted salaries fell significantly below adjusted market average and the -3% threshold established by this board. Two elected positions, Assessor and Clerk, come close at 2.6% and 2.8% under market, respectively.

Assessor

The position of Assessor is 2.6% below market average. The Compensation Board recommends a 2.0% individual market adjustment for Assessor effective July 1, 2016. Rather than for market parity, this increase is recommended because the salary of the Assessment & Taxation Manager has surpassed that of the Assessor. This increase, combined with the recommended COLA, will push the Assessor's salary slightly higher than the second-in-command's.

Elected Official	Current Monthly Salary	Second in Command	Salary Plus Longevity	Current Difference
Assessor	\$8,855.39	Assessment & Taxation Manager	\$8,987.27	-1.5%

Clerk

The position of Clerk is 2.8% below market average. The Compensation Board recommends a 0.8% individual market adjustment for Clerk effective July 1, 2016. This increase, combined with the recommended COLA will bring this position to parity with the market.

All Other Elected Positions

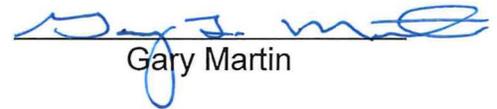
No other individual salary adjustments are recommended by the Compensation Board at this time.

The total fiscal impact of the Compensation Board's recommended increases is \$28,501 which constitutes approximately 0.01% of the County's total FY 15/16 personal services budget of \$234,680,719.

The Compensation Board takes its responsibilities very seriously and is supported by County Employee Services staff who perform the data collection and research for the Compensation Board. Our recommendation summary and fiscal impact spreadsheet are attached for your information. We may be contacted if you have questions regarding this information. Heather Pedersen, Compensation Manager, served as staff to our Board and can also provide information. Ms. Pedersen can be reached at (503) 742-5484. Ms. Pedersen will be presenting these recommendations, along with the Compensation Board Chair, at the May 31, 2016 Budget Committee Hearing.



Andrew Loomis, Chair

Marc Burnham

Gary Martin

COMPENSATION BOARD FOR ELECTED OFFICIALS SALARY RECOMMENDATIONS FOR ELECTED OFFICIALS

As set out by Board Order 90-498 and Oregon Revised Statute 204.112, Compensation Board members Marc Burnham, Andrew Loomis and Gary Martin met on April 14, April 21, April 28, and May 5, 2016 to consider relevant information and to make recommendations for elected officials' compensation for fiscal year 2016/2017.

In reviewing the compensation for elected officials, the Compensation Board reviewed cash and deferred compensation for all of the Clackamas County comparables (Clark, Deschutes, Lane, Marion, Multnomah and Washington Counties, Cities of Portland and Vancouver, and Metro). The Compensation Board has endeavored to compare positions with similar responsibilities and accountabilities among comparable jurisdictions that provide essentially the same services. The Compensation Board's recommendations are then forwarded to the Budget Committee and to the Board of County Commissioners as a flat monthly rate which includes the fiscal impact of the recommendations, if any.

RECOMMENDATIONS

The Compensation Board recognizes that represented employees with current collective bargaining agreements will receive a 2.0% cost-of-living adjustment (COLA) on July 1, 2016. In order to maintain internal alignment, the Compensation Board recommends all elected officials receive an equivalent COLA of 2.0% on July 1, 2016. For the District Attorney, the Compensation Board recommends a 7.1% COLA to the County's portion of the official's salary, which represents an equivalent overall increase of 2.0%, recognizing that the State provides the majority of the District Attorney's salary.

The Compensation Board also recommends that select elected officials receive the full individual market adjustment recommendations as specified below.

Assessor

The Compensation Board reviewed the monthly salaries for Assessor in Clark, Deschutes, Lane, Marion and Multnomah Counties. They also reviewed the comparable positions' responsibilities, size of the personal services budget, the number of direct and indirect reports, the second-in-command's salary range and the actual salary of Clackamas County's incumbent. The Compensation Board noted the Assessor's adjusted salary appears to be 2.6% below the adjusted market average. It was also noted that the salary of the Assessment & Taxation Manager, who is the second-in-command, is 1.5% above that of the Assessor. The Compensation Board recommends an individual salary adjustment of 2.0% for Assessor effective July 1, 2016.

This individual increase, combined with the recommended COLA as described above, reflects an effort to reduce the margin of disparity with the market and address internal salary compression. The recommended cost-of-living adjustment

and individual salary adjustment would increase the Assessor's base monthly salary from \$8,855.39 to \$9,213.15 effective July 1, 2016.

Clerk

The Compensation Board reviewed the monthly salaries for Clerk in Deschutes, Lane and Marion Counties. They also reviewed the comparable positions' responsibilities, size of the personal services budget, population served, the number of direct and indirect reports, the second-in-command's salary range, and the actual salary of Clackamas County's incumbent. The Compensation Board noted that the Clerk's adjusted salary appears to be 2.8% below the adjusted market average. No internal compression was noted. The Compensation Board recommends a 0.8% individual salary adjustment for the Clerk effective July 1, 2016. This individual increase, combined with the recommended COLA as described above, reflects an effort to bring the Clerk to parity with the market. The recommended cost-of-living adjustment and individual salary adjustment would increase the Clerk's base monthly salary from \$8,021.43 to \$8,247.31 effective July 1, 2016.

Commissioner

The Compensation Board reviewed the monthly salaries for Commissioner or comparable positions in Clark, Lane, Marion, Multnomah and Washington Counties, City of Portland and Metro. They also reviewed the comparable positions' responsibilities, size of the personal services budget, number of direct and indirect reports, the second-in-command's salary range, and the actual salary of Clackamas County's incumbents. The Compensation Board noted that the Commissioners' adjusted salary appears to be 1.1% below the adjusted market average. The Compensation Board recommends no individual market adjustment for Commissioner at this time. The recommended cost-of-living adjustment would increase the Commissioners' base monthly salary from \$7,461.85 to \$7,611.09 effective July 1, 2016.

As the Board Chair position receives a 2% add-to-pay, the recommended cost-of-living adjustment would increase the Board Chair base monthly salary from \$7,611.08 to \$7,763.30 effective July 1, 2016.

District Attorney

The Compensation Board reviewed the monthly salaries for District Attorney in Clark, Lane, Marion and Washington Counties. They also reviewed the comparable positions' responsibilities, size of the personal services budget, the number of direct and indirect reports, the second-in-command's salary range, and the actual salary of Clackamas County's incumbent. The Compensation Board noted that the District Attorney's total adjusted salary (State and County) appears to be 4.9% above the adjusted market average. It was also noted that there is a 2.7% spread between the District Attorney and the second-in-command Chief Deputy District Attorney, which is close but acceptable at this time.

In addition to the salary provided by the State, each County provides additional salary at their discretion. The Compensation Board recommends no individual market adjustment for the District Attorney at this time. This recommendation recognizes that the current pay rate is above market average. The recommended

cost-of-living adjustment would increase the District Attorney's base monthly salary (County portion only) from \$3,898.12 to \$4,174.89 effective July 1, 2016.

Justice of the Peace

The Compensation Board reviewed the monthly salaries for Justice of the Peace in Deschutes, Marion and Washington Counties. The Compensation Board also reviewed the comparable positions' responsibilities, size of the personal services budget, number of direct and indirect reports, the second-in-command's salary range and the actual salary of Clackamas County's incumbent. The Compensation Board noted that the adjusted salary for Justice of the Peace appears to be 0.6% below the adjusted market average. The Compensation Board recommends no individual market adjustment for Justice of the Peace at this time. The recommended cost-of-living adjustment would increase the base monthly salary for Justice of the Peace from \$8,185.65 to \$8,349.36 effective July 1, 2016.

Sheriff

The Compensation Board reviewed the monthly salaries for Sheriff in Clark, Lane, Marion and Washington Counties. They also reviewed the comparable positions' responsibilities, size of the personal services budget, the number of direct and indirect reports, the second-in-command's salary range, and the actual salary of Clackamas County's incumbent. The Compensation Board noted that the Sheriff's adjusted salary appears to be 14.0% above the adjusted market average. The Compensation Board recommends no individual increase at this time, recognizing that the current pay rate is above the market average. The Compensation Board reiterated that the County will continue to ensure the Sheriff's salary is at least \$1.00 more per month than that of the highest paid Undersheriff position. This follows the Compensation Board practice and maintains compliance with ORS language. The recommended cost-of-living adjustment would increase the Sheriff's base monthly salary from \$13,884.96 to \$14,162.66 effective July 1, 2016.

It is noted that the Sheriff's salary was increased once in fiscal year 2015/2016 due to an increase in longevity pay for the highest paid Undersheriff. If at any time during fiscal year 2016/2017 an Undersheriff receives a salary increase, the Sheriff's pay rate will be evaluated for compliance and adjustments made as necessary.

Treasurer

The Compensation Board reviewed the monthly salaries for Treasurer in Marion County, City of Portland and City of Vancouver. They also reviewed the comparable positions' responsibilities, size of the personal services budget, the number of direct and indirect reports, the second-in-command's salary range, size of investment portfolio, and the actual salary of Clackamas County's incumbent. The Compensation Board noted that the Treasurer's adjusted salary appears to be 1.4% below the adjusted market average. It was also noted that there is a 2.7% spread between the Treasurer and the second-in-command Treasury Manager, which is close but acceptable at this time. The Compensation Board recommends no individual market adjustment for Treasurer at this time. The recommended cost-of-living adjustment would increase the Treasurer's base monthly salary from \$9,197.71 to \$9,381.66 effective July 1, 2016.

**COMPENSATION BOARD FOR ELECTED OFFICIALS
RECOMMENDATIONS FOR FY 2016/2017 - COLA and Individual Market Adjustments**

ELECTED OFFICIAL <i>(w/6.27% deferred comp in italics)</i>	CURRENT MONTHLY SALARY	Effective July 1, 2016				FISCAL IMPACT July 1, 2016 - June 30, 2017
		RECOMMENDED COST-OF-LIVING ADJUSTMENT	PROPOSED MONTHLY SALARY with COLA ONLY	RECOMMENDED INDIVIDUAL ADJUSTMENT	PROPOSED MONTHLY SALARY with INDV. ADJ.	
ASSESSOR Robert Vroman <i>Annual w/ 6.27% def comp</i>	\$8,855.39 \$9,410.62 \$112,927	2.0%	\$9,032.50 \$9,598.84 \$115,186	2.0%	\$9,213.15 \$9,790.81 \$117,490	\$4,562.27
CLERK Sherry Hall <i>Annual w/ 6.27% def comp</i>	\$8,021.43 \$8,524.37 \$102,292	2.0%	\$8,181.86 \$8,694.86 \$104,338	0.8%	\$8,247.31 \$8,764.42 \$105,173	\$2,880.56
COMMISSIONER John Ludlow - Board Chair* <i>Annual w/ 6.27% def comp</i>	\$7,611.08 \$8,088.29 \$97,060	2.0%	\$7,763.30 \$8,250.06 \$99,001	0.0%	\$7,763.30 \$8,250.06 \$99,001	\$1,941.19
Paul Savas - Position 2 <i>Annual w/ 6.27% def comp</i>	\$7,461.85 \$7,929.71 \$95,156	2.0%	\$7,611.09 \$8,088.30 \$97,060	0.0%	\$7,611.09 \$8,088.30 \$97,060	\$1,903.13
Martha Schrader - Position 3 <i>Annual w/ 6.27% def comp</i>	\$7,461.85 \$7,929.71 \$95,156	2.0%	\$7,611.09 \$8,088.30 \$97,060	0.0%	\$7,611.09 \$8,088.30 \$97,060	\$1,903.13
Tootie Smith - Position 4 <i>Annual w/ 6.27% def comp</i>	\$7,461.85 \$7,929.71 \$95,156	2.0%	\$7,611.09 \$8,088.30 \$97,060	0.0%	\$7,611.09 \$8,088.30 \$97,060	\$1,903.13
Jim Bernard - Position 5 <i>Annual w/ 6.27% def comp</i>	\$7,461.85 \$7,929.71 \$95,156	2.0%	\$7,611.09 \$8,088.30 \$97,060	0.0%	\$7,611.09 \$8,088.30 \$97,060	\$1,903.13
DISTRICT ATTORNEY John Foote <i>State Compensation</i>	\$3,898.12 \$4,142.53 \$9,958.00 \$13,856.12 \$14,100.53 \$169,206	7.1%	\$4,174.89 \$4,436.65 \$9,958.00 \$14,132.89 \$14,394.65 \$172,736	0.0%	\$4,174.89 \$4,436.65 \$9,958.00 \$14,132.89 \$14,394.65 \$172,736	\$3,529.44
JUSTICE OF THE PEACE Karen Brisbin <i>Annual w/ 6.27% def comp</i>	\$8,185.65 \$8,698.89 \$104,387	2.0%	\$8,349.36 \$8,872.87 \$106,474	0.0%	\$8,349.36 \$8,872.87 \$106,474	\$2,087.73
SHERIFF** Craig Roberts <i>Annual w/ 6.27% def comp</i>	\$13,884.97 \$14,755.56 \$177,067	2.0%	\$14,162.67 \$15,050.67 \$180,608	0.0%	\$14,162.67 \$15,050.67 \$180,608	\$3,541.33
TREASURER Shari Anderson <i>Annual w/ 6.27% def comp</i>	\$9,197.71 \$9,774.41 \$117,293	2.0%	\$9,381.66 \$9,969.89 \$119,639	0.0%	\$9,381.66 \$9,969.89 \$119,639	\$2,345.86

TOTAL FISCAL IMPACT: \$28,500.90

* Compensation of Board Chair position includes a 2.0% add-to-pay approved by Budget Committee effective July 1, 2013.

** Sheriff's salary per Compensation Board's practice and O.R.S. language must be \$1 more per month than highest paid Undersheriff; salary adjustments will be made as necessary during fiscal year.