



COMPENSATION STUDY

City of San Luis – Total Compensation Report

City of San Luis Job Classes

Public Safety – Police and Fire



Executive



General

Management,
Administrative,
Professional, Technical,
and Skilled

Factor Comparison Method

- ▶ “The Factor Comparison Method is a job evaluation technique used in compensation studies for pay related decision making.” Points are assigned to each classification based on the degree of each factor and its associated weight. The total amount of points for each classification serve as a guide to help slot non-benchmarked classifications in to their appropriate pay grades. The factor comparison method for this study uses the following factors:

- ▶ Knowledge
- ▶ Skills
- ▶ Authority & Accountability
- ▶ Working Conditions



Department managers were asked to review and provide Human Resources feedback on the department's positions minimum qualifications.

CPS HR benchmarked 40 of the 97 categorical positions using 10 labor market agencies.

Fiscal Impact to City Revenues

► Salaries



► Employer taxes based on salary

► Medicare 1.45%

► FICA 6.2%

► Workmen's Compensation – variable

► Short-Term Disability - variable



► Other Employee benefits matched or paid by Employer:



► Retirement

► PSPRS 29.70 % Police and 22.80% Fire per employee

► ASRS 11.80 % (includes long-term disability) per employee

Other Compensation

► Skills Pay

- The following are Skills compensation for positions that require specific certifications which are not considered a minimum requirement for the position and/or the skill and/or certification is required for the position and/or for the performance of job.

► Police

- Detective
- Motorcycle
- K-9

► Fire

- Paramedic


► Parks & Recreation

- Water Safety Instructors



Other Employee Benefits



- ▶ **Sick** time 96 hours annual, may accrue up to 360 hours, with conversion incentive to vacation, for those employees who reach maximum hours.
 - ▶ Accrual for employees with a work period of 28 days, annual 127 hours, 360 hours maximum.
- ▶ **Vacation** time 80 hours annual and up to 160 hours annual, based on years of service.
- ▶ **Buy Back Vacation** program – 40 vacation hours per calendar year based on eligibility criteria and funding availability.
- ▶ Three (3) day **bereavement** leave
- ▶ Paid **civic duty** leave 
- ▶ **Overtime** pay \$\$
- ▶ **Tuition** Reimbursement \$\$
- ▶ **Uniforms**
- ▶ **On-Call** \$\$

RECOMMENDATION

- Compensation Report Phase II.
- Adopt Resolution presented
- Approval of Salary allocations and first year implementation as prepared, effective Aug. 4, 2018.

Group	# of EE	Average % Increase (first year)	First Year Cost
Safety-Fire General (201 and below)	37	10.41%	\$168,371
Safety-Fire Management (202-204)	6	8.67%	\$25,542
Safety-Police General (201 and below)	28	7.68%	\$87,265
General (202 and below)	172	6.61%	\$289,198
Management (203-204)	12	5.92%	\$32,634
Executive	14	4.30%	\$41,296
Safety-Police Management (202-204)	6	3.60%	\$10,609
Safety Executive (205 and above)	4	3.58%	\$9,580
Total	279	6.35%	\$664,495

- Suspend all or any HR policy driven salary increases.

- Skills Pay Schedule – effective Aug. 4, 2018

Type	Skill Pay			Skill Pay (Annual)
	2080 hours	2756 hours	2080 hours	
Detective	\$1.00			\$2080
Motorcycle	\$1.00			\$2080
K-9	\$1.00			\$2080
Paramedic		\$1.10		\$3032
Hazmat		\$0.50		\$1378
Water Safety Instructor			\$0.25	\$130

- Buy Back Vacation Program limit to 20 hours maximum in a fiscal year.

Conclusion

- ✓ Human Resources would like to note that expectations to place employees at the 100% labor market salary is not attainable at this time.
- ✓ Years in position is being applied, not years of service.
- ✓ City would have to commit to a three to four year time frame plan, commit funding by securing sources of revenue, in order to implement and sustain salaries in order to reach 100% of labor market wages.
- ✓ State minimum wage increases in 2019 and 2020 effects will need to be considered as a compression factor.