

## SOLUTION #2 Modified

### Replace Carryover of Unallocated with Carryover of Merit

---

- ▶ Replace Carryover of Unallocated with Carryover of Merit
- ▶ Replace 8000 Accounts with 1130 Merit line
- ▶ Internal Salary Survey Every 5 Years
- ▶ Remove All Unallocated in PT and FT lines
- ▶ From Oct. 1 through March 31: Re-classes available to existing titles/grades and budget can be shifted between positions
  - Last month of proposed Re-classes due Feb. 14. to HR.
  - Each Elected Office or Department are limited to 4 Re-classes in Feb 14 submittal. Unlimited submittals Oct through Jan.
  - HR has 3 weeks to process all Re-classes Oct through Feb submittals. Provide HR new staff to meet turnaround timeline.
- ▶ From April 1 to Sept. 30: Re-classes only to titles/grades already existing and Budget Remains on Positions (Cannot be used for other positions) New position titles can be approved during budget process for following fiscal year.
- ▶ Do not budget merit for positions that cannot receive merit funds

# SOLUTION #3 Modified/ **Modified**

Replace Carryover of Unallocated with Carryover of Merit

Approved (in red) 5/2/17

---

- ▶ **Replace Carryover of Unallocated with Carryover of Merit Oct 1<sup>st</sup>, 2017** (~~Remove all unallocated from the budget and only carry forward merit~~)
- ▶ **Internal Salary Survey Every 5 Years**
- ▶ **From Oct. 1 through February 15 Re-classes submittal is available. After February 15th all positions are filled at or below the budgeted salary within policy. Moving money between positions is prohibited after February 15th. (More discussion – Feb 15<sup>th</sup> date? existing or new? Are the number of re-classes limited?)**

**SOLUTION #3 Modified/ Modified**  
**UNALLOCATED OPTIONS** (effective 10/1/17)  
Approved (in red) May 16<sup>th</sup>, 2017

---

- ❖ ~~All Unallocated (to include unspent merit) goes back into the reserve~~ (TBD)
- ❖ ~~Unspent merit only is dissected from above unallocated and rolled forward~~ (TBD)
- ❖ X % of unallocated is rolled forward with the exception of 1101 (Part-time Salaries) and 1105 (Law Enforcement Salaries) **Focus on X% for mid-June**
- ❖ ~~Funds cannot be transferred from vacant positions (position must be filled before any excess can be reassigned)~~ **Can only reduce a vacant position down to 25% above the bottom of the grade**

**SOLUTION #3 Modified/ Modified**  
RE-CLASSIFICATION PROPOSAL (effective 10/1/17)  
Approved (in red) 5/16/17

---

- ❖ ~~Departments will be limited to request reclassifications up to a maximum of 10% of total full time and part time positions~~
- ❖ Re-classifications may include existing title/grade changes only; new title requests will go through the budget process
- ❖ February 15<sup>th</sup> is a workable deadline for submittals if reclassification requests above are limited

- ❖ X % of unallocated is rolled forward with the exception of 1101 (Part-time Salaries) and 1105 (Law Enforcement Salaries);

- ❖ *Clarification:*

Unallocated is unable to be used after February 15<sup>th</sup> through September 30<sup>th</sup> for any purpose to include re-organizations, re-classifications, retention, recruiting and/or merit; only 8000 accounts and/or 1130 (merit lines) can be used for the above action