

GRAND FORKS COUNTY SPECIAL MEETING – January 18, 2013 – 2:30pm

Topic: Salary Survey Discussion

The Board met pursuant to adjournment with Commissioners Pic, Murphy, Knauf, Malm and Schmisek present.

Ann Antonsen, Springsted Incorporated, gave a brief overview of the salary survey process.

Richard Onstad, Highway Superintendent, asked if the longevity of the employee was taken into account. Ms. Antonsen said that was one of the options presented, giving a step for each year of service. Grand Forks County did not implement this option.

Mr. Onstad said there is no problem with the grades at the Highway Department, but he has 6 employees with years of service that are in the lower range of their pay grade, and other employees with less years of experience that are at the maximum. He would like the Grand Forks County Commissioners and Ms. Antonsen to look at that issue.

Commissioner Pic said employees can appeal to their Department Manager until February 15, 2013 and the Department Manager has until February 28, 2013 to submit to the Commission.

Ed Christ, Social Services Director, said they have compression issues in Social Services, for example, they have an individual with 9 years of experience on step one and individual that was just hired on the same step. They also have an issue with lead workers that had been receiving additional pay in the past, now are paid the same as co-workers.

Commissioner Schmisek said he thinks the appeal process should be used in the lead worker situation.

Mr. Christ said they have found one or two situation where the new pay range doesn't line up with the merit system range, so those individuals would not have 13 steps.

Mr. Christ said they are hopeful that the Commission will develop a plan to deal with the compression issue.

Sheriff Rost said the rank structure was not considered when implementing the pay plan. He said his rank structure is based on responsibility, not years of service. Sheriff Rost asked Ms. Antonsen to review the spreadsheet created by Michelle Olson, Sheriff's Department Office Coordinator, to address the rank structure issue. Ms. Olson will email Ms. Antonsen the spreadsheet.

Bret Burkholder, Correctional Center Administrator, said they also have compression issues in the Correctional Center. Mr. Burkholder said he has heard steps would not be granted in 2013, and if steps are not used it will make the compression worse.

Linda Hammen, Grand Forks County Employees Association, requested a meeting with Ms. Antonsen, by teleconference, to answer individual questions by employees. The meeting will be January 28, 2013, 12:00pm – 1:00pm. The Employees Association invited the Grand Forks County Commission to attend.

Commissioner Pic said the reason the salary survey was done was to bring all employees up to market pay.

Vicky Hendrickson, Payroll and HR Assistant, asked how the points were determined for people that have a unique position, if there wasn't a comparable job in other counties. Ms. Antonsen said the points are based on the requirements of the position, not on market survey information. Ms. Antonsen said positions that are unique and comparable positions were not found were placed into the compensation plan based on their job evaluation points.

Ms. Hendrickson asked if employees will know what their job evaluation points are. Ms. Antonsen said the points are on the project summary materials.

Moved by Knauf, seconded by Malm, to adjourn. The meeting adjourned at 3:10pm.

Cynthia Pic, Chair
Grand Forks County Commission

Debbie Nelson, County Auditor