



County of Los Alamos

Council Meeting Staff Report

June 28, 2022

Agenda No.: I.
Indexes (Council Goals):
Presenters: Valerie Park; Mary Tapia; Steven Lynne
Legislative File: 16092-22

Title

Consideration and Possible Approval of the revised FY23 Salary Plan Job Class Order Schedule

Recommended Action

I move that Council approve the revised FY23 Salary Plan Job Class Order schedule as shown in Attachment A.

County Manager's Recommendation

The County Manager recommends that Council approve the revised FY23 Salary Plan as requested.

Body

Tonight staff is requesting that Council approve the revised FY23 Salary Plan Job Class Order schedule. The FY23 Salary Plan reflects Council's approved FY23 budget. The FY23 Salary Plan Job Class Order document represents the County's job titles and salary grades arranged by Job Classes/Families, to include the minimum, midpoint and maximum of the grade, and the Fair Labor Standard Act (FLSA) designation of Exempt (EX) or Non-Exempt (NE) for each position (Attachment A).

The County Charter, County Code and the Personnel Rules and Regulations provide the basic framework through which the job classification and compensation system is maintained and administered. The establishment of new job classes and the abolishment of existing classes are subject to approval by Council.

Additions to the FY23 Plan - Council approved budget options:

116 Social Media Coordinator recommended Salary Grade 122 (\$23.42 - \$34.53) FLSA Non-Exempt. (Attachment B)

109 Sustainability Manager recommended Salary Grade 211 (\$81,365 - \$119,942) FLSA Exempt. (Attachment C)

Revision to the FY23 Plan:

After Council approved changing the grade for Police Commander from 213 to 214. The request is to change the grade for the Emergency Services Commander from 213 to 214, so all "command" levels within the Police Department are compensated at the same grade.

.Alternatives

Council could choose to not approve the revision to the FY23 Salary Plan Job Class Order.

Fiscal and Staff Impact/ Planned Item

The new job descriptions and the related salary adjustments are included in the approved FY23 Budget.

Attachments

A - FY23 REVISED Salary Plan Job Class Order

B - 116 Social Media Coordinator

C- 109 Sustainability Manager