

COMPENSATION BOARD FOR ELECTED OFFICIALS

Meeting Discussion Highlights – March 25, 2021

Meeting Attendance

Members Present

Melissa Fireside
Alisa Grandy
Colleen Wilson

Members Absent

Staff Present

Heather Pedersen
Erin Braman
Nina Smith

Guests:

Call to Order		Heather Pedersen called the Compensation Board for Elected Officials (CB) meeting to order at 9:02 am.
Welcome and Introduction of Members		All members present.
Recognition of Guests:		No guests present.
Review and Approve Meeting Discussion Summary from March 18, 2021		Meeting discussion summary was reviewed and accepted by the Compensation Board of Elected Officials.
Distribute and Discuss Updates	Screen share of Meeting Packet #5	
General Discussion	<p>Decision</p> <p>Decision</p> <p>Decision</p>	<p>Alisa made edits to Working Guidelines - keeping current guidelines and adding 2021 updates at the end of the document. General process is to review salaries by first looking at market comparators. Target salary is the average market salary. CB will consider internal compression except for Commissioner. Defined compression: The CB would like to set a 10.0% spread between elected official and second in command. A further adjustment may be made to address cost of living based on the CPI-W for the year.</p> <p>The CB determined they would not look at second in command as a reference for Commissioner. The CB will make bifurcated recommendations made for market and/or compression with second in command, as well as COLA.</p> <p>This year, the salary adjustment recommendation for Commissioners is based on market and COLA. Currently Commissioner is 7.7% below market. The CB's recommendation is 7.7% increase to bring up to market and 1.8% for COLA for a total recommended increase of 9.5%.</p> <p>District Attorney is 0.7% below market, which is not a concern. The District Attorney's salary is currently 2.7% below the second in command. Based on the new methodology to create/maintain a spread of 10% between an elected official and their second-in-command, the CB is recommending an overall salary increase of 13% for the District</p>

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	Decision	Attorney. This recommendation translates to a 52.28% increase on the county paid portion of the District Attorney's salary. In addition, the CB recommends an overall increase of 1.8% for COLA, which is an additional 6.25% increase on the county paid salary. The large recommendation should be brought to the Budget Committee because of not approving last year's recommendation and the new second-in-command spread as set out in working guidelines.
	Decision	Justice of the Peace is 14.9% below market. There are no compression concerns with the second-in-command. The CB is recommending a 14.9% increase for market and an additional 1.8% increase for COLA, for a total recommended increase of 16.7%.
	Decision	Sheriff is 11.8% above market. The Sheriff's salary is essentially equivalent to the highest paid Undersheriff (\$1.00 more per month). Based on the new methodology to create/maintain a spread of 10% between an elected official and their second-in-command, the CB is recommending a salary increase of 10% for Sheriff. In addition, the CB recommends a 1.8% for COLA, for a total recommended increase of 11.8%.
	Decision	Treasurer is 3.2% below market. The Treasurer's salary is currently 7.8% above the second in command (approximately 2% from the desired spread). The CB is recommending a 3.2% increase for market, which will also create the desired alignment with the second-in-command. In addition, the CB is recommending a 1.8% for COLA, for a total recommended increase of 5.0%.
	Follow-up	<p>Decisions made last week:</p> <p>Assessor is 2.7% above market (Multnomah and Washington County matches removed). The Assessor's salary is currently 11.1% above the second-in-command, so no compression adjustment is recommended. The CB is recommending a 1.8% increase for COLA.</p> <p>The Clerk is 6.2% below market. There are no compression concerns with the second-in-command. The CB is recommending a 6.2% increase for market and an additional 1.8% increase for COLA, for a total recommended increase of 8.0%.</p> <p>Draft recommendation will include market, compression and COLA adjustments. Melissa asked for clarity on how wording in recommendation would reflect the 10.0% compression spread. Heather said she would articulate the common 10% spread between second in commands.</p> <p>Alisa requested an edit to the updated working guidelines, requesting staff spell out Clackamas County where 'CC' is used.</p>
Review Schedule for Future Meetings		Next Meeting will be Thursday, April 1, 2021.
Adjourn		Meeting adjourned at 10:05 AM

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Action Items/Items for Follow-up		
<u>Deliverable</u>	<u>Responsible Party</u>	<u>Due Date</u>
Recommendation document	Human Resources	04/01/2021
Cover letter	Human Resources	04/01/2021
Fiscal impact sheet	Human Resources	04/01/2021
Notify members when Budget Committee Meeting is scheduled	Human Resources	04/01/2021

Upcoming meetings/events:

- Comp Board Meeting 5: April 1st

Comp Board handouts sent through email/shared on screen:

- Agenda
- Meeting Discussion Highlights from March 18, 2021
- Data Sheets