

COMPENSATION BOARD FOR ELECTED OFFICIALS

TO: Budget Committee

FROM: Compensation Board for Elected Officials

DATE: May 2, 2019

SUBJECT: Summary of Compensation Board Recommendations

At its May 2, 2019 meeting, the Compensation Board for Elected Officials finalized salary recommendations for all elected officials: Assessor, Clerk, Commissioner, District Attorney, Justice of the Peace, Sheriff and Treasurer.

The Compensation Board recognizes it is the Budget Committee's responsibility to balance all budget requests and provide for a budget in which expenses do not exceed revenues. It is the Compensation Board's responsibility to evaluate and recommend salary adjustments for the County's elected officials in order to maintain competitive wages with the market place while considering internal alignment. To accomplish this goal, the Compensation Board compares the salaries paid to elected officials in Clackamas County with those paid to similar positions in comparable jurisdictions, such as Multnomah County, Washington County, Clark County and City of Portland.

The Compensation Board noted that the Budget Committee approved their recommended salary adjustments for the positions of Assessor, Clerk, Commissioner, District Attorney, Justice of the Peace and Treasurer last year. As in previous years, the Compensation Board's recommendations are based on achieving or maintaining market parity and/or the desire to maintain appropriate internal alignment with second-in-command employees.

The Compensation Board has established working guidelines that include recommending increases that bring Clackamas County elected officials to a target salary essentially equivalent to market average. This year, four positions, Assessor, Clerk, Commissioner, and Treasurer fall below market average. In addition, a recommendation has been made for District Attorney based entirely on compression with the second-in-command Deputy District Attorney, Chief. The Compensation Board recognizes that the Non-Represented group is expected to receive a 3.5% cost of living increase on July 1, 2019 and used this number in determining possible compression between elected positions and their second-in-command incumbents.

Recommendations

The table below summarizes the Compensation Board's recommendations for FY 2019/2020. The Compensation Board recommends that the elected officials receive the full individual salary increases as specified. A more detailed narrative on these recommendations can be found on the attached Salary Recommendations document.

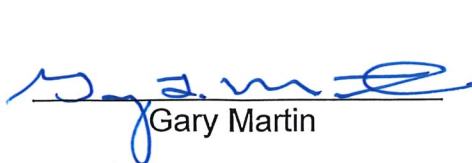
Elected Official	Compensation Board FY 19/20 Salary Increase Recommendations Effective July 1, 2019
Assessor	9.0%
Clerk	2.7%
Commissioners	5.5%
District Attorney	3%*
Justice of the Peace	0%
Sheriff	0%**
Treasurer	8.1%

* The State provides the majority of the District Attorney's salary and this recommendation represents the equivalent of an overall increase (i.e., since the desired salary increase is 3%, the actual increase to the County-paid portion is 10.43% which represents an overall increase of 3% to the District Attorney's salary).

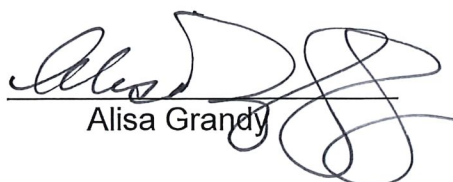
** The Compensation Board reiterated that the County will continue to ensure that the Sheriff's salary is at least \$1 per month more than the highest paid Undersheriff. This follows the Compensation Board practice and maintains compliance with ORS language.

The total fiscal impact of the Compensation Board's recommended increases is \$59,494.24 which constitutes just over 0.02% of the County's total FY 18/19 personal services budget of \$283,164,113.

The Compensation Board takes its responsibilities very seriously and is supported by County Human Resources staff who perform the data collection and research for the Compensation Board. Our Salary Recommendation document and Fiscal Impact spreadsheet are attached for your information. We may be contacted if you have questions regarding this information. Heather Pedersen, the County's Compensation Manager, served as staff to our Board and can also provide information. Ms. Pedersen can be reached at (503) 742-5484. Ms. Pedersen will be presenting these recommendations, along with the Compensation Board Chair, at the June 4, 2019 Budget Committee Hearing.



Gary Martin



Alisa Grandy



Colleen Wilson, Chair

COMPENSATION BOARD FOR ELECTED OFFICIALS SALARY RECOMMENDATIONS FOR FISCAL YEAR 2019/2020

As set out by Board Order 90-498 and Oregon Revised Statute 204.112, the Compensation Board for Elected Officials met on April 11, April 15, April 25, and May 2, 2019 to consider relevant information and to make recommendations for elected officials' compensation for fiscal year 2019/2020.

In reviewing the compensation for elected officials, the Compensation Board reviewed cash and deferred compensation for all of the Clackamas County comparators (Clark, Deschutes, Lane, Marion, Multnomah and Washington Counties, Cities of Portland and Vancouver, and Metro). The Compensation Board has endeavored to compare positions with similar responsibilities and accountabilities among comparable jurisdictions that provide similar services.

The Compensation Board's recommendations shall be forwarded to the Budget Committee as a flat monthly rate, which includes the fiscal impact of the recommendations, if any.

RECOMMENDATIONS

The Compensation Board recommends that select elected officials receive a salary adjustment as outlined below.

Assessor

The Compensation Board reviewed the monthly salaries for Assessor in Clark, Deschutes, Lane, Marion, Multnomah, and Washington Counties. They also reviewed the comparable positions' responsibilities, personal services budget, number of direct and indirect reports, the second-in-command's salary range and the incumbent's current salary. With the addition of Washington County as a comparable, the Compensation Board noted the Assessor's adjusted salary is 9.0% below the adjusted market average. In order to bring the County Assessor to the target salary of market average, the Compensation Board recommends a salary increase of 9.0% for Assessor effective July 1, 2019.

The recommended salary adjustment would increase the Assessor's base monthly salary from \$9,675.61 to \$10,546.41 effective July 1, 2019.

Clerk

The Compensation Board reviewed the monthly salaries for Clerk in Deschutes, Lane and Marion Counties. They also reviewed the comparable positions' responsibilities, personal services budget, number of direct and indirect reports, the second-in-command's salary range and the incumbent's current salary.

The Compensation Board noted that the Clerk's adjusted salary is 2.7% below the adjusted market average. In order to bring the County Clerk to the target salary of market average, the Compensation Board recommends a salary increase of 2.7% for Clerk effective July 1, 2019.

The recommended salary adjustment would increase the Clerk's base monthly salary from \$8,457.55 to \$8,685.90 effective July 1, 2019. This adjustment also addresses existing internal compression of 0.4%.

Commissioner

The Compensation Board reviewed the monthly salaries for Commissioner or comparable positions in Lane, Marion, Multnomah and Washington Counties, City of Portland and Metro. They also reviewed the comparable positions' responsibilities, personal services budget, and number of direct and indirect reports. While gains were made last year, the Compensation Board noted that the Commissioners' adjusted salary remains 5.5% below the adjusted market average, due to significant increases in the salaries of market comparators. In order to bring Commissioners to the target salary of market average, the Compensation Board recommends a salary increase of 5.5% for Commissioner effective July 1, 2019.

The recommended salary adjustment would increase the Commissioners' base monthly salary from \$8,411.08 to \$8,874.45 effective July 1, 2019.

As the Board Chair position receives a 2% add-to-pay, the recommended salary adjustment would increase the Board Chair base monthly salary from \$8,580.03 to \$9,051.93 effective July 1, 2019.

District Attorney

The Compensation Board reviewed the monthly salaries for District Attorney in Clark, Lane, Marion and Washington Counties. They also reviewed the comparable positions' responsibilities, personal services budget, number of direct and indirect reports, the second-in-command's salary range and the incumbent's current salary. The Compensation Board noted that the District Attorney's total adjusted salary (State and County) is 1.5% above the adjusted market average. However, it was also noted there is salary compression with one of the Chief Deputy District Attorneys, whose salary will be 1.8% above the District Attorney with the expected July 1, 2019 non-represented cost of living adjustment. In addition to the salary provided by the State of Oregon, each County provides an additional salary contribution at their discretion. The Compensation Board recommends an overall salary increase of 3.0% to the District Attorney's salary effective July 1, 2019. This increase is reflected in the overall District Attorney's salary, and represents a 10.43% increase to the County-paid portion.

The recommended salary adjustment would increase the District Attorney's County-paid base monthly salary from \$4,463.35 to \$4,928.88 effective July 1, 2019.

Justice of the Peace

The Compensation Board reviewed the monthly salaries for Justice of the Peace in Deschutes, Marion, Washington Counties, and the Oregon Judicial Department (State Circuit Courts) Hearing Referee. The Compensation Board also reviewed the comparable positions' responsibilities, personal services budget, number of direct and indirect reports, types of cases heard, and the second-in-command's salary range and the incumbent's current salary. The Compensation Board noted that the adjusted salary for Justice of the Peace is 0.3% below the adjusted market average. (The Compensation Board's Working Guidelines specify that increases will be

recommended only when the adjusted market average is 1% or more below market). No internal compression was noted. As such, the Compensation Board recommends no salary adjustment for Justice of Peace for fiscal year 2019/2020.

Sheriff

The Compensation Board reviewed the monthly salaries for Sheriff in Clark, Lane, Marion and Washington Counties. They also reviewed the comparable positions' responsibilities, personal services budget, number of direct and indirect reports, the second-in-command's salary range and the incumbents' current salaries. The Compensation Board noted the Sheriff's adjusted salary is 16.5% above the adjusted market average. No internal compression was noted. As such, the Compensation Board recommends no salary adjustment for Sheriff for fiscal year 2019/2020. This maintains the monthly salary for Sheriff at \$14,864.65.

The Compensation Board reiterated that the County will continue to ensure the Sheriff's salary is at least \$1.00 more per month than that of the highest paid Undersheriff position. This follows the Compensation Board practice and maintains compliance with ORS 204.112 language. It is noted that the Sheriff's salary was increased once in fiscal year 2018/2019 due to a Cost of Living Increase received by highest paid Undersheriff. If at any time during fiscal year 2019/2020 an Undersheriff receives a salary increase, the Sheriff's salary will be evaluated for compliance and adjustments made as necessary.

Treasurer

The Compensation Board reviewed the monthly salaries for Treasurer in Marion County, City of Portland and City of Vancouver. They also reviewed the comparable positions' responsibilities, personal services budget, number of direct and indirect reports, size of investment portfolio, the second-in-command's salary range and the incumbent's current salary. The Compensation Board noted that the adjusted salary for Treasurer is 8.1% below the adjusted market average. In order to bring the Treasurer to the target salary of market average, the Compensation Board recommends an 8.1% salary increase for Treasurer effective July 1, 2019.

The recommended salary adjustment would increase the Treasurer's base monthly salary from \$9,606.83 to \$10,384.98 effective July 1, 2019. This adjustment also addresses existing internal compression of 3.3%.

**COMPENSATION BOARD FOR ELECTED OFFICIALS
RECOMMENDATIONS FOR FY 2019/2020 - Salary Increases**

ELECTED OFFICIAL <i>(w/6.27% deferred comp in italics)</i>	CURRENT MONTHLY SALARY	RECOMMENDED SALARY INCREASE	PROPOSED MONTHLY SALARY RECOMM. ADJ.	FISCAL IMPACT July 1, 2019 - June 30, 2020
ASSESSOR Tami Little <i>Annual w/ 6.27% def comp</i>	\$9,675.61 \$10,282.27 \$123,387	9.0%	\$10,546.41 \$11,207.68 \$134,492	\$11,104.85
CLERK Sherry Hall <i>Annual w/ 6.27% def comp</i>	\$8,457.55 \$8,987.84 \$107,854	2.7%	\$8,685.90 \$9,230.51 \$110,766	\$2,912.06
COMMISSIONER Jim Bernard - Board Chair* <i>Annual w/ 6.27% def comp</i>	\$8,580.03 \$9,118.00 \$109,416	5.50%	\$9,051.93 \$9,619.49 \$115,434	\$6,017.88
Paul Savas - Position 2 <i>Annual w/ 6.27% def comp</i>	\$8,411.80 \$8,939.22 \$107,271	5.50%	\$8,874.45 \$9,430.88 \$113,171	\$5,899.89
Martha Schrader - Position 3 <i>Annual w/ 6.27% def comp</i>	\$8,411.80 \$8,939.22 \$107,271	5.50%	\$8,874.45 \$9,430.88 \$113,171	\$5,899.89
Ken Humberston - Position 4 <i>Annual w/ 6.27% def comp</i>	\$8,411.80 \$8,939.22 \$107,271	5.50%	\$8,874.45 \$9,430.88 \$113,171	\$5,899.89
Sonya Fischer - Position 5 <i>Annual w/ 6.27% def comp</i>	\$8,411.80 \$8,939.22 \$107,271	5.50%	\$8,874.45 \$9,430.88 \$113,171	\$5,899.89
DISTRICT ATTORNEY John Foote <i>State Compensation</i>	\$4,463.35 \$4,743.20 \$11,052.00 \$15,515.35 \$15,795.20 \$189,542	10.43%***	\$4,928.88 \$5,237.92 \$11,052.00 \$15,980.88 \$16,289.92 \$195,479	\$5,936.59
JUSTICE OF THE PEACE Karen Brisbin <i>Annual w/ 6.27% def comp</i>	\$8,414.85 \$8,942.46 \$107,310	0.0%	\$8,414.85 \$8,942.46 \$107,310	\$0.00
SHERIFF** Craig Roberts <i>Annual w/ 6.27% def comp</i>	\$14,864.85 \$15,796.88 \$189,563	0.0%	\$14,864.85 \$15,796.88 \$189,563	\$0.00
TREASURER Brian Nava <i>Annual w/ 6.27% def comp</i>	\$9,606.83 \$10,209.18 \$122,510	8.1%	\$10,384.98 \$11,036.12 \$132,433	\$9,923.32

TOTAL FISCAL IMPACT: \$59,494.24

*Represents 0.021% of the County's total
FY 18/19 personal services budget.*

* Compensation of Board Chair position includes a 2.0% add-to-pay approved by Budget Committee effective July 1, 2013.

** Sheriff's salary per Compensation Board's practice and O.R.S. language must be \$1 more per month than highest paid Undersheriff; salary adjustments will be made as necessary during fiscal year.

*** This increase represents a 3% overall increase to the District Attorney's total salary.