

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Action: Police Auditor Compensation

Meeting Date: July 11, 2011
Department: Central Services-Human Resources
www.eugene-or.gov

Agenda Item Number: A
Staff Contact: Denise Smith
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ISSUE STATEMENT

This agenda item provides for review and action by the City Council on the Police Auditor's 2011 annual compensation adjustment.

BACKGROUND

As an employee of the City Council, the Police Auditor is eligible for a review of his current compensation step and any appropriate 2011 adjustment.

The City Council makes the determination on any cost-of-living adjustment (COLA) for the Police Auditor's salary. As of July 1, 2011, the non-represented City employees received a 2.05 percent COLA increase.

The City Council has previously made a compensation adjustment for the Police Auditor following his annual performance review. For other City employees it is the City's practice to provide a merit increase dependent on the employee's performance. This is typically a one-step increase, however this does not limit what the council can choose to do.

Human Resources has supplied information on the Police Auditor's compensation step levels to support the council's decision. The Police Auditor is currently at the fourth step of compensation.

Also, at the June 22, 2011 review discussion, the council requested an additional rating of "unsuccessful" be added to the ratings options for the feedback process in 2012. Human Resources has supplied an updated rating scale including a definition of this rating.

COUNCIL OPTIONS

Decision 1- Cost-of-Living Adjustment (COLA)

- Grant COLA increase effective July 1, 2011
- Do not grant a COLA increase

Decision 2- Compensation Adjustment- Compensation adjustments will be effective on the Police Auditor's anniversary date of June 29, 2011, unless otherwise directed by the City Council.

- Adjust the Police Auditor's compensation per their choice
 - One-step, two-step or other
- Make no adjustment to the Police Auditor's compensation

SUGGESTED MOTIONS

Move to approve a 2.05 percent COLA adjustment effective July 1, 2011.

Move to adjust the Police Auditor's compensation by (number here) step effective June 29, 2011.

ATTACHMENTS

- A. Police Auditor Compensation Information
- B. Information on Ratings with Requested Addition

FOR MORE INFORMATION

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ATTACHMENT A

**Police Auditor Compensation
COLA and Salary Information-2011**

**Police Auditor Salary Schedule
Current**

Salary Grade		Step 4	Step 5	Step 6
	Annual	100,963.20	105,497.6	110,219.2
	Monthly	8413.60	8791.47	9184.93
	Bi-Weekly	3883.20	4057.60	4239.20
	Hourly	48.51	50.72	52.99

Police Auditor **Potential Salary Schedule
July 1, 2011- June 30, 2012
Assuming 2.05% COLA increase**

Salary Grade		Step 4	Step 5	Step 6
	Annual	103,043.20	107,660.80	112,486.40
	Monthly	8586.93	8971.73	9373.87
	Bi-Weekly	3963.20	4140.80	4326.40
	Hourly	49.54	51.76	54.08

Performance Feedback Ratings

Unsuccessful

- Performance does not meet the definition of “Successful” or better.

Successful

- Performance meets acceptable standards, expectations, and requirements
- The employee requires an appropriate amount of direction from Council to achieve organizational goals.
- Initiative and outputs are generally adequate, and the employee is capable and knowledgeable in most aspects of his or her work
- Employee is expected to continue development of new knowledge, skills or abilities
- The employee meets job performance standards in all or most areas.

Good

- This is the level of good, sound performance. The employee has contributed positively to organizational goals.
- The employee is reliable in attaining expected results, and is timely and efficient.
- Consistently meets standards and expectations, regularly exceeds them, and shows initiative in additional assignments
- Employee strives to grow professionally through development activities
- Solid performance that consistently fulfills expectations and at times may exceed expectations.
- The employee has exceeded expectations in critical areas and shows sustained support of organizational goals.

Excellent

- Performance is noticeably superior; outstanding performance is clearly evident;
- Performance shows exceptional initiative to plan and anticipate problems, and employee takes appropriate independent action
- This is a level of very high-quality performance. The employee has performed so well that organizational goals have been achieved that would not have been otherwise
- Demonstrates very high level performance in all areas of responsibility.