



Legislation Text

File #: DIS 19-107, **Version:** 1

Discussion of issues relating to Certification Pay Plan changes.

Summary:

The City has a Certification Pay Policy, which is contained in the City's Administrative Policies. Certification pay is paid as additional compensation for those employees who receive a certification (or licensing) issued by an approved certifying entity that directly relates to their jobs. The certification will be one that is required in order to meet Local, State or Federal regulatory requirements within the department's operations or deemed as beneficial to city operations by City Management.

The City has a Certification Pay Committee, which has reviewed certification pays of our comparator city group and our existing policy documents to come up with a recommendation for certification pay to be effective October 1, 2019. The Committee reviewed the types and levels of roles/activities recommended changes to the certification program. These recommendations are based on comparator group data and policy that the city has constructed for the program up to this point. The comparator group of cities somewhat mirrors our salary survey comparator group purposely as that is the group where we believe we compete for talent. A threshold of 70% participation in the comparator group was established for automatic additions this list. This meant that at least 70% of the cities in our comparator group had to have an incentive for this role/certification to qualify for addition to our program.

There are currently 116 staff receiving certification pay, 42 (or 36%) are at less than 50 cents per hour.

The increases proposed are as follows:

Those receiving 12 cents per hours now are proposed to move to 20 cents

Those receiving 24 cents per hours now are proposed to move to 40 cents

Those receiving 35 cents per hours now are proposed to move to 50 cents

Also, 9 new certifications are proposed to be added to the list.

(see the attached list)

Fiscal/Budgetary Impact:

Contained within budget

Discussion during workshop.