

MINUTES
METROPOLITAN CIVIL SERVICE COMMISSION

Special Called Meeting

JUNE 1, 2005

The Metropolitan Civil Service Commission met for special called meeting on June 1, 2005 in the Civil Service Conference Room, Suite 163, 222 Building, Third Avenue North, Nashville, Tennessee, at approximately 8:35 a.m.

Commission Members present: Chairman William H. Farmer, Vice-Chairman Greg Rodriguez, R. Steve Corbitt, C. Michael Allen, and Ervina S. Jarrett.

Other Members present: Michael Safley, Metro Legal Department - Attorney.

Other Members not present: Dorothy S. Berry, Interim Director of Human Resources

HUMAN RESOURCES

The purpose of the Special Called Meeting is to consider the following item:

REQUEST: Proposed Pay Plan for Metropolitan Government Employees

Chairman Farmer called the meeting to order and noted the item of business was consideration of the proposed Pay Plan. There was not a representative from Mercer present at the meeting, however, Chairman Farmer read into the record correspondence from Mercer representative Scott Cook. This information addressed recommendations for the Metro employee Pay Plan proposals.

- Letter dated May 24, 2005

“Dear Ms. Berry, I have reviewed your recommendations pertaining to adjusting the current pay plan for 2005. In your report, you indicated a 3.0% increase to the pay scale will be needed to maintain your current market position. I concur with your recommendation and the findings noted in your report.

Based on our research, pay structure movement in the government sector is expected to average 3.0% for 2005. If you increase your pay ranges by this amount, this will allow your pay plan to remain at a market median level of competitiveness, which is consistent with Metro’s pay philosophy and business strategy.

In summary, we endorse your recommendations. The steps you are taking will help to ensure that Metro’s pay plan remains competitive with the market. Should you have any questions concerning our observations, please do not hesitate to contact me.

Sincerely, Scott Cook
Mercer

Mercer used **bench mark cities** as follows:

Atlanta, Georgia; Charlotte, North Carolina; Cincinnati, Ohio; Columbus, Ohio; Fulton County, Georgia; Hamilton County, Ohio; Indianapolis, Indiana; Jacksonville, Florida; Kansas City Missouri; Louisville, Kentucky; Mecklenburg County, North Carolina; Memphis, Tennessee; Oklahoma City, Oklahoma; Richmond, Virginia; San Antonio, Texas; Shelby County, Tennessee; and St. Louis, Missouri. It was also indicated the results of the survey shows the market advanced 3% since April, 2004. Mercer concurred and from their database showed projected pay plan increases for 2005 to be 2.5% to 3% in the government sector.

- Letter dated May 25, 2005

“Pay Plan Recommendations”

“ Dear Ms. Berry, I’ve reviewed your recommendations pertaining to adjusting the current pay plan for 2005 and endorse the 3% that the Mayor recently announced. I also understand Metro is reviewing possible pay plan adjustments scenarios for 2006 and 2007.

While we can not accurately predict at this time what the market movement will be for the next two years, adjustments over the past four or five years has been relatively stable.

Adjustments to pay ranges have been averaging in the 2.5 to 3% range within the Government sector for the past several years. Indications are that this pattern will continue in the near future. For budgeting purposes, you may want to consider no less than 2.5% as the amount to increase your pay plan for each of the next two years. Of course, it is recognized that any adjustment you consider is contingent on funding availability.

Please note as new data is collected later this year and next with a respect to pay increase productions across the country, we will have a better idea of what actual market movement will be. Nevertheless, this should be helpful for general planning purposes. Should you have any questions, please feel free to contact me”.

***Sincerely – Scott Cook
Mercer***

Chairman Farmer said Mercer's recommendation was a little higher than 2%, but it is based on an unpredictable future for the next two years. Recommendation from HR is 2% for the next two years. There was expressed concern that 2% was below the Mercer recommendations, therefore , Chairman Farmer asked Mike Safley if the Commission could revisit these matters next year should the situation warrant and submit a revised pay plan to the Council. Mr. Safley concurred.

Chairman Farmer said pay plan approval basically covers everyone with exception of the general pay plan positions of: Mayor, Vice-Mayor, Public Defender, Metro Council and the School Board. He read into the record a letter of May 31, 2005 for the Elected Officials pay plan recommendations for 2005.

- Letter dated May 31, 2005

“ Dear Ms. Berry, I have reviewed the salary information relative to the elected officials for 2005. Mercer had reviewed the elected officials in 2003 as part of a market study to assess their competitiveness. A number of salary adjustments were made at the time, however, due to budgetary constraints and internal equity factors, the supplements were slightly less than our recommendations.

Relative to this year, we recommend that a 3% adjustment be considered. This is consistent with projected market movement for 2005 as well as the amount that was recommended by the Mayor for all Metro employees within the general pay plan. Please note, however, that if the State grants an increase of 3% or more, then Metro would not need to adjust the supplements for those officials who are permitted pay supplements under the current law.

Should you have any questions concerning our observations, please do not hesitate to contact me”.

***Sincerely, Scott Cook
Mercer***

MOTION: After much discussion, Vice-Chairman Rodriguez moved to approve the pay plan recommendation of 3%, 2% and 2% for the fiscal years 2005/6, 2006/7, 2007/8, which was below the Mercer recommendation for '06/7 and '07/8 , however, the Commission would revisit this matter in April of '06. Seconded by Commissioner Jarrett and the Commission approved without objection.

With nothing further, the meeting adjourned at 9:35 a.m.

ATTEST:

APPROVED:

Ms. Dorothy S. Berry, Interim Director
Human Resources Department

William H. Farmer, Chairman
Civil Service Commission