



METROPOLITAN CIVIL SERVICE COMMISSION

SPECIAL CALLED MINUTES

May 19, 2013

8:30 a.m.

**Metro Parks Conference Room
2565 Parks Plaza
Nashville, Tennessee 37215**

MEMBERS

Chairman William H. Farmer; Vice-Chairman R. Steve Corbitt; Michael Allen; Jo Ann North and D. Billye Sanders.

Veronica T. Frazier, HR Director; Nicki Eke, Metro Legal Department Attorney.

COMMISSION

Chairman Farmer called the meeting to order and stated there was only one item on the agenda from the regular meeting held on May 19, 2014 regarding the Pay Plan set for FY2015. He asked John Kennedy to speak on the matter and recap the information previously submitted to the Commission at the regular meeting.

HUMAN RESOURCES

(1: Consideration and Vote of Proposed FY 2015 Pay Plan

Mr. Kennedy gave a recap on the actions asked of the Commission to take today is to adopt a salary for the Public Defender as part of the General Pay Plan. Then to adopt the General Pay Plan and then the Public Safety Pay Plan and then to authorize market adjustments for a list of positions that were defined by Deloitte greater than twenty percent below market. And finally to authorize the implementation plan that would allow Human Resources to work with departments from the low market classifications; to facilitate recruitment using existing components of our various tool box with the open range plan, hire above base and equity adjustment policies.

Chairman Farmer asked if the items should be done separately or as a group. Mr. Kennedy said either way. It was decided to take each one separate and then vote.

1. Public Defender's Salary of \$148,505

Mr. Kennedy said by Charter the Public Defenders salary is established as part of the General Pay Plan. Currently it is \$141,640.00 per year. The Public Defender and the DA are established through State Law. Metro's Public Defender is a local office. By State Law the Public Defender should be paid the same as the District Attorney. As for Metro the Public Defender cannot receive increases during the term of office but the District Attorney does. Human Resources recommendation is to set the salary for the Public Defender at the salary that is projected for the District Attorney based on existing legislation which is \$148,505. This would take effect at the beginning of the next term.

2. Adoption of the General Pay Plan

Mr. Kennedy said the adoption of the General Pay Plan provides a one percent for all Metro employees. Also included is the special chart for Parks and Recreation part-time seasonal positions. The position of Sports Official was adjusted on the pay scale to allow Parks to hire Hockey Referees

3. Adoption of the Public Safety Pay Plan

Mr. Kennedy said the Public Safety would also include the one percent adjustment beginning January 1, 2015. There are step increases and open range adjustments for people in those positions in this pay plan. Commissioner Allen said the one percent is government wide in the Pay Plan. Mr. Kennedy concurred and noted any position in the pay plan would receive that adjustment. That would be in addition to any increment or open range increases. Commissioner Sanders asked if those who were topped out would receive the one percent. Mr. Kennedy said yes.

4. Positions greater than twenty percent below market

Mr. Kennedy said Deloitte recommended that any position greater than twenty percent below market receive a special market adjustment. It's been asked that the Commission approve a three percent in addition to the increment and open range, the one percent across the board for those positions that were identified by Deloitte. The positions are in the General Pay Plan as well as the Safety Pay Plan that could be affected. Chairman Farmer stated the three percent is in addition to the one percent step increases. Mr. Kennedy said yes and would take effect January 1, 2015. Commissioner Sanders asked with respect for those who could be nineteen percent below market, would they be a part of the plan in the near future. Mr. Kennedy said yes. He noted the median salary of other employers plus or minus ten percent. Deloitte said that positions plus or minus ten percent of the median is considered to be "within market". Anything outside of the market will be review and potentially adjusted in the next study that is to be conducted and presented to the Commission.

Chairman Farmer said the time spent from now until March 2015 will be spent studying and the compression issues with a goal of having another pay plan ready for the Commission to consider in March 2015. Mr. Kennedy said yes. He and Deloitte have begun to set a timeline and work plan to address this in the time outlined to the Commission.

5. Positions listed below market

Mr. Kennedy said there is a need to work with departments on positions that are below market that have been difficult to fill and pre-authorize appropriate actions without the candidate. Mr. Kennedy said it would help to be able to attract and hire the right candidate in a certain range.

MOTION: After a brief discussion, Commissioner North moved to approve the Public Defender's pay increase; the General Pay Plan with the recommended increase in maximum salary for Sports Official; Safety Pay Plan (Police & Fire); Positions greater than twenty percent below market pay plan and pre-authorizing to hire specific candidates for specific positions. Commissioner Allen seconded the motion and the Commission approved without objection.

Mr. Kennedy provided a summary of the Pay Plan information that had previously been given at the regular meeting. Chairman Farmer also asked if there were any further comments that needed to be made by the Public.

FOP President Robert Weaver and Mark Young, Fire Department, came forward and commented on the Pay Plan FY2015.

Chairman Farmer thanked everyone for their comments.

With nothing further, the meeting adjourned at 8:50 a.m.

ATTEST:

APPROVED:

***Ms. Veronica T. Frazier, HR Director and
Secretary to the Civil Service Commission***

***Mr. William H. Farmer, Chairman
Civil Service Commission***