

W.S.B.

AGENDA COVER MEMORANDUM

AGENDA DATE: August 24, 2005
PRESENTED TO: Board of County Commissioners
PRESENTED BY: Jan Wilbur, Personnel Program Manager
AGENDA TITLE: **IN THE MATTER OF ADJUSTING THE SALARY RANGE FOR THE CHIEF DEPUTY DISTRICT ATTORNEY**

I. MOTION

MOVE APPROVAL OF ORDER 05 -- _____/IN THE MATTER OF ADJUSTING THE SALARY RANGE FOR CHIEF DEPUTY DISTRICT ATTORNEY

II. ISSUE

The District Attorney has requested that Human Resources review the salary range of the Chief Deputy District Attorney in light of recent changes to the salary grades of the other attorneys in the District Attorney's Office.

III. DISCUSSION

A. Background

The Chief Deputy District Attorney (CDDA) classification and salary range was established in December of 2002. Since that time the classifications represented by the Prosecuting Attorneys' Association have received increases. Currently, the Chief Deputy District Attorney range is compensated less at the minimum than the Senior Prosecutor 3 (SP3) classification: (The SP3 at minimum is \$78,229 and the CDDA is 76,398.) There is no longer internal equity between the classifications.

The Chief Deputy District Attorney is responsible for daily management and coordination of all divisions of the District Attorney's Office, to include the Major Crimes Division, Criminal Division, Family Law Division, Child Advocacy Center and Victim Services Division.

B. Analysis

Human Resources reviewed the compensation of the Chief Deputy District Attorney, which is currently compensated at a Grade 57 (\$76,398-\$105,955). In July of 2004 the represented attorneys were moved to a 7 step scale and given a salary adjustment. More recently the Prosecuting Attorneys' contract was approved which resulted in a market adjustment for those classifications effective July 2005, and a subsequent market adjustment which will be effective in July 2006.

Lane Manual Section 2.235 indicates that the Board may make adjustments in a salary range or ranges as necessary to attract and hold competent personnel and to provide equity between the various classifications. To address this situation Human Resources began an analysis in terms of studying a possible range adjustment for the CDDA due to compaction between it and the SP3 position. Placing the Chief Deputy District Attorney classification at our proposed grade 62 compensation range (\$86,424-\$119,828) will provide greater equity between classifications. And, when the County's deferred compensation contribution is included in the equation (i.e., the SP3 receives 4% versus the CDDA's 1%), placing this classification at Grade 62 provides an absolute minimum in terms of addressing compaction.

Budget: The increased cost for the Chief Deputy District Attorney's salary adjustment will be absorbed in the District Attorney's existing budget by not hiring an Office Assistant for a position that is vacant. The savings is more than enough to cover the increased cost.

C. Alternatives/Options

1. Adopt the proposed adjustment to the salary range as described above.
2. Reject the motion.

D. Recommendation

Human Resources and the District Attorney recommends that the Board of County Commissioners adopt option 1 above to adjust the salary range for the Chief Deputy District Attorney classification.

Chief Deputy District Attorney

Grade 62 (\$86,424-\$119,829)

IV. IMPLEMENTATION/FOLLOW-UP

Following Board action, Human Resources staff will update the classification and compensation plans, and adjust the salary range for the Chief Deputy District Attorney.

V. ATTACHMENT

Board Order

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

***)IN THE MATTER OF ADJUSTING THE
)SALARY RANGE FOR THE CHIEF
)DEPUTY DISTRICT ATTORNEY***

WHEREAS, Human Resources has completed a review of the salary adjustment for the Chief Deputy District Attorney

WHEREAS, it is the intent of Lane County to properly classify positions with regard to duties and compensation; and

WHEREAS, changes to the classification and compensation plans require board approval; and

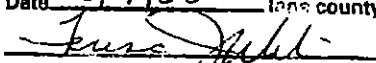
IT IS NOW HEREBY ORDERED that the adjusted salary range for Chief Deputy District Attorney be approved as follows:

Chief Deputy District Attorney

Range 62 (\$86,424-119,828)

DATED this 24th day of August 2005.

Anna Morrison, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM
Date 8/9/05 Lane County

OFFICE OF LEGAL COUNSEL

IN THE MATTER OF ADJUSTING THE SALARY RANGE FOR THE CHIEF
DEPUTY DISTRICT ATTORNEY