



**AGENDA REPORT
September 19, 2017**

SUBJECT:

Brevard County Pay and Classification Plan Update

FISCAL IMPACT:

Salary Impact based on changes in the Pay and Classification Plan FY 17/18 would be \$4,133.74 annualized.

DEPT/OFFICE:

Human Resources

REQUESTED ACTION:

Request the Board authorize recommended changes to the Pay and Classification Plan to the affected consolidated series of Administrative Officer and Staff Professional.

SUMMARY EXPLANATION and BACKGROUND:

Request the Board authorize recommended changes to the Pay and Classification Plan to the affected consolidated series of Administrative Officer and Staff Professional.

This update to the Pay and Classification Plan is recommended in order to accommodate STEM (Science, Technology, Engineering and Math) hard to fill and hard to retain positions. No salary increases are recommended except for those Department Directors who would be brought to the minimum of their proposed pay grade. Only two directors would receive an increase to the minimum of the proposed pay grade with an estimated annual salary impact totaling \$4,133.74 due to the expansion of the Administrative Officer series.

The expansion of the 8000-Series to include pay grades 8210 to 8240 will allow for proper internal alignment and equity throughout the Pay Plan as Human Resources addresses STEM-related positions. It is necessary to expand the Staff Professional series in order to accommodate the current market for STEM positions, which will allow the County to be more competitive in recruiting and retaining in these disciplines.

ATTACHMENTS:

Description

- [Pay and Classification Plan Modifications](#)
- [Modified Pay Grades/Ranges](#)

REVIEWERS:

Department	Reviewer	Action
Human Resources	Visco, Gerard	Approved



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September 20, 2017

M E M O R A N D U M

TO: Jerry Visco, Human Resources Office Director

RE: Item II.C.9., Authorization of Recommended Changes for Brevard County Pay and Classification Plan Update of Affected Consolidated Series of Administrative Officer and Staff Professional

The Board of County Commissioners, in regular session on September 19, 2017, authorized recommended changes to the Brevard County Pay and Classification Plan update to the affected consolidated series of Administrative Officer and Staff Professional. Enclosed is a copy of the Pay and Classification Plan Modifications for your action.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

for Denna Scott
Tammy Rowe, Deputy Clerk

/ds

Encl. (1)

cc: County Manager
Finance
Budget

**BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS
PAY AND CLASSIFICATION PLAN
(Excerpt)**

Cons	CD # (Job#)	<u>Consolidated Class Title</u>		W/C CODE	PAY GRADE	EEO CODE
		ABBREVIATION	WORKING TITLE(S)			
<u>Administrative Officer I</u> ADMIN OFCR I						
0130	8018		911 Systems Manager	8810	8160	A
0130	6306		Asst Mgr of Opms - Ground Opms	9402	8160	B
0130	2110		Building & Operations Manager	9015	8160	A
0130	4580		County Surveyor	8602	8160	A
0130	8083		Division Chief	7704	8160	A
0130	8033		Fire Rescue/800 Mhz Radio Communications Mgr	8810	8160	B
0130	7023		Human Resources Officer	8810	8160	B
0130	4618		Land Acquisition Supervisor	8810	8160	A
0130	6050		Landscape Operations Manager	5509	8160	A
0130	0101		Legal Office Administrator	8820	8160	B
0130	4209		Library Director III	8810	8160	A
0130	4206		Library Services Training Coordinator	8810	8160	B
0130	8306		Procurement Supervisor	8810	8160	B
0130	0050		Special Projects Coordinator IV	8810	8160	B
0130	9511		Utility Superintendent - Water	7520	8160	A
0130	9512		Utility Superintendent - Wastewater	7580	8160	A
<u>Administrative Officer II</u> ADMIN OFCR II						
0110	8301		Asset Manager	8810	8170	A
0110	8078		Assistant Fire Chief	7704	8170	A
0110	5505		Central Fleet Systems Manager	8810	8170	A
0110	3810		Code Enforcement Manager	9410	8170	A
0110	5059		Community Corrections Manager	8810	8170	A
0110	5011		Community Development & Resource Manager	8810	8170	A
0110	6007		Construction Manager	8810	8170	A
0110	7003		Employee Benefits Manager	8810	8170	A
0110	3230		Environmental Section Supervisor	8810	8170	A
0110	8079		Fire Rescue Administrative Services Manager	8810	8170	A
0110	0049		Jail Population Management Coordinator	8810	8170	A
0110	4205		Library Area Director	8810	8170	A
0110	1063		Licensing, Regulation & Enforcement Manager	8810	8170	A
0110	6302		Mosquito Control Manager of Ground Operations	9402	8170	A
0110	3232		Natural Resources Support Services Manager	8810	8170	A
0110	8502		Parks Support Services Manager	8810	8170	B
0110	3620		Planner III	8810	8170	A
0110	3618		Planner III/Grants Administrator	8810	8170	A
0110	8029		Public Safety Radio System Manager	8810	8170	A
0110	4525		Public Works Support Services Manager	8810	8170	B
0110	6015		Road & Bridge Area Manager	5509	8170	A
0110	2160		SCGTV/Communications Office Director	8810	8170	A
0110	9603		Solid Waste Operations Manager	9403	8170	A
0110	6009		Support Services Manager	8810	8170	A
0110	1705		Tourism Marketing Manager	8742	8170	B
0110	9010		Traffic Operations Superintendent	8810	8170	A

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Cons	CD # (Job#)	<u>Consolidated Class Title</u> ABBREVIATION WORKING TITLE(S)	W/C CODE	PAY GRADE	EEO CODE
Administrative Officer III ADMIN OFCR III					
0100	8670	Airport Manager	7403	8180	A
0100	8085	Assistant Department Director	8810	8180	A
0100	4201	Assistant Library Services Department Director	8810	8180	A
0100	6101	Central Services Administrative Support Mgr	8810	8180	A
0100	XXXX	Central Services Office Assistant Director	8810	8180	A
0100	1004	Chief Building Official	8810	8180	A
0100	8075	Deputy Fire Chief	7704	8180	A
0100	3506	Director of Economic & Financial Projects	8810	8180	A
0100	3235	EEL Program Manager	9102	8180	A
0100	7014	Employee Relations Manager	8810	8180	A
0100	3234	Environmental Remediation & Compliance Prgm Mgr	8810	8180	A
0100	3233	Environmental Resources Program Manager	8810	8180	A
0100	2107	Facilities Construction Manager	8810	8180	A
0100	6303	Mosquito Control Manager of Operations	9402	8180	A
0100	XXXX	Mosquito Control Assistant Department Director	8810	8180	A
0100	8503	Parks Operations Manager	8810	8180	A
0100	7020	Personnel Manager	8810	8180	A
0100	3684	Planning & Zoning Manager	8810	8180	A
0100	3608	Planning Manager	8810	8180	A
0100	8300	Purchasing Manager	8810	8180	A
0100	7010	Risk Manager	8810	8180	A
0100	6005	Road & Bridge Program Manager	8810	8180	A
0100	5104	SCAT Manager of Operations	8810	8180	A
0100	3545	Stormwater Program Manager	8810	8180	A
0100	1701	Tourism Assistant Department Director	8742	8180	A
0100	9524	Utility Services Construction Manager	8810	8180	A
0100	9507	Water/Wastewater Program Manager	8810	8180	A

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Administrative Officer IV ADMIN OFCR IV					
0080	8670	Airport Manager	7403	8190	A
0080	0011	Assistant Budget Office Director	8810	8190	A
0080	3231	Assistant Director Natural Resources - Env Reg	8810	8190	A
0080	3090	Assistant Director of Planning & Development	8810	8190	A
0080	3000	Assistant Information Technology Dept Director	8810	8190	A
0080	4201	Assistant Library Services Department Director	8810	8190	A
0080	8508	Assistant Parks & Recreation Department Director	8810	8190	A
0080	8501	Assistant Utility Services Department Director	8810	8190	A
0080	4508	Engineering Manager - Utilities	8810	8190	A
0080	4507	Engineering Manager/Asst Public Works Director	8810	8190	A
0080	XXXX	Housing & Human Services Department Assistant Director	8810	8190	A
0080	XXXX	Mosquito Control Department Director	8810	8190	A
0080	3160	SCGTV/Communications Office Director	8810	8190	A

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Cons	CD # (Job#)	Consolidated Class Title ABBREVIATION WORKING TITLE(S)	W/C CODE	PAY GRADE	EEO CODE
Administrative Officer V ADMIN OFCR V					
0050	8508	Assistant Parks & Recreation Department Director	8810	8200	A
0050	0012	Budget Director	8810	8200	A
0050	7500	Central Services Office Director	8810	8200	A
0050	8024	Emergency Management Office Director	8810	8200	A
0050	8002	Fire Rescue Department Director	7704	8200	A
0050	5010	Housing & Human Services Department Director	8810	8200	A
0050	7000	Human Resources Office Director	8810	8200	A
0050	3005	Information Technology Department Director	8810	8200	A
0050	4200	Library Services Department Director	8810	8200	A
0050	XXXX	Natural Resources Management Department Assistant Director	8810	8200	A
0050	8500	Parks & Recreation Department Director	8810	8200	A
0050	3610	Planning & Development Department Director	8810	8200	A
0050	4505	Public Works Department Director	8810	8200	A
0050	9602	Solid Waste Management Department Director	8810	8200	A
0050	XXXX	Solid Waste Management Department Assistant Director	8810	8200	A
0050	5102	Transit Services Director	8810	8200	A
0050	3605	Transportation Planning Office Director	8810	8200	A
0050	9505	Utility Services Department Director	8810	8200	A

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Administrative Officer VI ADMIN OFCR VI					
0045	7500	Central Services Office Director	8810	8210	A
0045	8024	Emergency Management Office Director	8810	8210	A

Administrative Officer VII ADMIN OFCR VII					
0040	4507	Assistant Public Works Director	8810	8220	A
0040	8501	Assistant Utility Services Department Director	8810	8220	A
0040	8075	Deputy Fire Chief	7704	8220	A
0040	5010	Housing & Human Services Department Director	8810	8220	A
0040	3000	Assistant Information Technology Department Director	8810	8220	A
0040	4200	Library Services Department Director	8810	8220	A
0040	8500	Parks & Recreation Department Director	8810	8220	A
0040	5102	Transit Services Director	8810	8220	A

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Administrative Officer VIII ADMIN OFCR VIII					
0035	7000	Human Resources Office Director	8810	8230	A
0035	3610	Planning & Development Department Director	8810	8230	A

Administrative Officer IX ADMIN OFCR IX					
0030	0012	Budget Director	8810	8240	A
0030	8002	Fire Rescue Department Director	7704	8240	A
0030	3005	Information Technology Department Director	8810	8240	A
0030	3530	Natural Resources Management Department Director	8810	8240	A
0030	4505	Public Works Department Director	8810	8240	A
0030	9602	Solid Waste Management Department Director	8810	8240	A
0030	9505	Utility Services Department Director	8810	8240	A

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Cons	CD # (Job#)	<u>Consolidated Class Title</u> ABBREVIATION WORKING TITLE(S)	W/C CODE	PAY GRADE	EEO CODE
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Staff Professional I
STAF PRF I

4674	3001	Business Analyst III	8810	8160	B
4674	8084	EMS Community Health Resource Program Coord	7704	8160	B
4674	3108	Engineer I	9410	8160	B
4674	3109	Engineer I - Natural Resources (Office)	8810	8160	B
4674	3113	Engineer I - Public Works (Office)	8810	8160	B
4674	3071	Information Technology Engineer I	8810	8160	B
4674	3015	Senior Systems Administrator	8810	8160	B
4674	3016	Senior Systems Analyst	8810	8160	B
4674	3520	Supervisory Biologist	9402	8160	B
4674	3031	Webmaster	8810	8160	B

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Staff Professional II
STAF PRF II

4673	3101	Geologist	9410	8170	B
4673	3072	Information Technology Engineer II	8810	8170	B

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Staff Professional III
STAF PRF III

4672	3102	Engineer II	9410	8180	B
4672	3093	Engineer II - Natural Resources (Field)	9410	8180	B
4672	3096	Engineer II - Natural Resources (Office)	8810	8180	B
4672	3094	Engineer II - Public Works (Field)	9410	8180	B
4672	3095	Engineer II - Solid Waste	9403	8180	B
4672	3092	Engineer II - Utilities	8810	8180	B
4672	3091	Engineer III - Public Works (Office)	8810	8180	B
4672	3103	Engineering Review Specialist	8810	8180	B
4672	3073	Information Technology Engineer III	8810	8180	B

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Staff Professional IV
STAF PRF IV

4671	3100	Engineer III	8810	8190	B
4671	3107	Engineer III - Utilities	9410	8190	B
4671	3088	Engineering Manager - Natural Resources	8810	8190	B
4671	3074	Information Technology Engineering Manager	8810	8190	A
4671	9001	Traffic Operations Manager	8810	8190	A

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Staff Professional V
STAF PRF V

4670				8200	
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Staff Professional VI
STAF PRF VI

4669				8210	
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STEM Pay Plan Expansion

Prior to 3.5% Increase						
CURRENT	Added 8210 - 8240 with 5% difference to min (8190 to 8120 reduced to 10%)					
PAYGRADE	HRLYMIN	HRLYMAX	BIWKMIN	BIWKMAX	ANNMIN	ANNMAX
8110	\$15.61	\$27.43	\$1,248.68	\$2,194.61	\$32,465.68	\$57,059.86
8120	\$17.18	\$30.18	\$1,374.14	\$2,414.57	\$35,727.64	\$62,778.82
8130	\$18.89	\$33.19	\$1,511.30	\$2,655.44	\$39,293.80	\$69,041.44
8140	\$20.78	\$36.51	\$1,662.68	\$2,920.57	\$43,229.68	\$75,934.82
8150	\$22.84	\$40.15	\$1,827.45	\$3,211.62	\$47,513.70	\$83,502.12
8160	\$25.61	\$44.17	\$2,049.08	\$3,533.62	\$53,276.08	\$91,874.12
8170	\$28.20	\$48.61	\$2,255.66	\$3,889.07	\$58,647.16	\$101,115.82
8180	\$31.02	\$53.47	\$2,481.48	\$4,277.98	\$64,518.48	\$111,227.48
8190	\$34.12	\$58.83	\$2,729.88	\$4,706.20	\$70,976.88	\$122,361.20
8200	\$37.54	\$64.71	\$3,002.87	\$5,176.82	\$78,074.62	\$134,597.32
8210	\$39.41	\$67.95	\$3,153.01	\$5,435.66	\$81,978.26	\$141,327.16
8220	\$41.38	\$71.34	\$3,310.66	\$5,707.44	\$86,077.16	\$148,393.44
8230	\$43.45	\$74.91	\$3,476.19	\$5,992.81	\$90,380.94	\$155,813.06
8240	\$45.63	\$78.66	\$3,650.00	\$6,292.45	\$94,900.00	\$163,603.70

After 3.5% Increase						
CURRENT	Added 8210 - 8240 with 5% difference to min (8190 to 8120 reduced to 10%)					
PAYGRADE	10/7/2017 HRLYMIN	10/7/2017 HRLYMAX	10/7/2017 BIWKMIN	10/7/2017 BIWKMAX	10/7/2017 ANNMIN	10/7/2017 ANNMAX
8110	\$ 16.15	\$ 28.39	\$ 1,292.38	\$ 2,271.42	\$ 33,601.88	\$ 59,056.92
8120	\$ 17.78	\$ 31.24	\$ 1,422.23	\$ 2,499.08	\$ 36,977.98	\$ 64,976.08
8130	\$ 19.55	\$ 34.35	\$ 1,564.20	\$ 2,748.38	\$ 40,669.20	\$ 71,457.88
8140	\$ 21.51	\$ 37.78	\$ 1,720.87	\$ 3,022.79	\$ 44,742.62	\$ 78,592.54
8150	\$ 23.64	\$ 41.55	\$ 1,891.41	\$ 3,324.03	\$ 49,176.66	\$ 86,424.78
8160	\$ 26.51	\$ 45.72	\$ 2,120.80	\$ 3,657.30	\$ 55,140.80	\$ 95,089.80
8170	\$ 29.18	\$ 50.31	\$ 2,334.61	\$ 4,025.19	\$ 60,699.86	\$ 104,654.94
8180	\$ 32.10	\$ 55.35	\$ 2,568.33	\$ 4,427.71	\$ 66,776.58	\$ 115,120.46
8190	\$ 35.32	\$ 60.89	\$ 2,825.43	\$ 4,870.92	\$ 73,461.18	\$ 126,643.92
8200	\$ 38.85	\$ 66.98	\$ 3,107.97	\$ 5,358.01	\$ 80,807.22	\$ 139,308.26
8210	\$ 40.79	\$ 70.32	\$ 3,263.37	\$ 5,625.91	\$ 84,847.62	\$ 146,273.66
8220	\$ 42.83	\$ 73.84	\$ 3,426.53	\$ 5,907.20	\$ 89,089.78	\$ 153,587.20
8230	\$ 44.97	\$ 77.53	\$ 3,597.86	\$ 6,202.56	\$ 93,544.36	\$ 161,266.56
8240	\$ 47.22	\$ 81.41	\$ 3,777.75	\$ 6,512.69	\$ 98,221.50	\$ 169,329.94