



Item #12-12-13 Consent

SACOG Board of Directors

November 29, 2012

Adoption of Salary Plan per CalPERS regulation

Issue: Whether to amend SACOG's Salary Plan to comply with the new CalPERS regulation (California Code of Regulations (CCR) section 570.5).

Recommendation: The Government Relations & Public Affairs (GRPA) Committee recommends the SACOG Board of Directors adopt the Salary Plan as shown in the attachment to comply with California Code of Regulations section 570.5.

Committee Action/Discussion: In September 2007, the SACOG Board of Directors amended SACOG's Salary Plan. The Salary Plan has remained unchanged since that time except for cost of living adjustments. Consistent with the Agency's move toward merit-based, at-will employee agreements, the amended Salary Plan deleted detailed descriptions for management and executive level positions and replaced them with two generic descriptions (one for managers and principal program experts, and one for executive/director positions). Detailed job descriptions for managers and executives/directors are negotiated individually and attached to employment agreements.

California Code of Regulations section 570.5, adopted in 2011, now requires that each pay schedule include the position title for each employee position, the payrate or payrate range for each position, and the time base for each payrate. The regulation requires two things not included in the current Salary Plan: a specific listing of every position in the management and executive/director classes, and salary range for the COO/General Counsel and CEO positions. The attached Salary Plan has been amended to meet those requirements. Since a salary range has not existed for the COO/General Counsel and CEO positions, the attached Plan includes a range that starts at 20 percent higher than the executive/director staff. Pursuant to GRPA direction, by majority vote, the top of the range is 5 percent over the contracted rates for these positions and includes steps that are for illustrative purposes only with salaries subject to contract negotiation within the range. Adoption of the attached Salary Plan will result in no changes in compensation within SACOG, it simply provides information in the form now required by state regulations.

In order to comply with CCR Section 570.5, the Board will be required to adopt a salary plan annually even for cost of living adjustments.

Approved by:

Mike McKeever
Chief Executive Officer

KT:rt

Attachment

Key Staff: Kirk Trost, Chief Operating Officer/General Counsel, (916) 340-6210
Rochelle Tilton, Clerk of the Board/HR Specialist, (916) 340-6208

Sacramento Area Council of Governments

Monthly Salary Schedule - Effective January 1, 2013

| Position | Salary Range | A | | | B | | | C | | | D | | | E | | |
|---|--------------|---------|----------------|--------------|---------|----------------|--------------|---------|----------------|--------------|---------|----------------|--------------|---------|----------------|--------------|
| | | Monthly | 2.5% longevity | 5% longevity | Monthly | 2.5% longevity | 5% longevity | Monthly | 2.5% longevity | 5% longevity | Monthly | 2.5% longevity | 5% longevity | Monthly | 2.5% longevity | 5% longevity |
| Administrative Clerk I Staff Assistant | 14 | 2,706 | 2,774 | 2,843 | 2,841 | 2,912 | 2,985 | 2,983 | 3,058 | 3,134 | 3,132 | 3,210 | 3,291 | 3,289 | 3,371 | 3,456 |
| Administrative Clerk II | 16 | 2,983 | 3,058 | 3,134 | 3,132 | 3,210 | 3,291 | 3,289 | 3,371 | 3,456 | 3,453 | 3,539 | 3,628 | 3,626 | 3,717 | 3,810 |
| Administrative Clerk III | 18 | 3,289 | 3,371 | 3,456 | 3,453 | 3,539 | 3,628 | 3,626 | 3,717 | 3,810 | 3,807 | 3,902 | 4,000 | 3,997 | 4,097 | 4,199 |
| Administrative Assistant I Accounting Technician | 20 | 3,626 | 3,717 | 3,810 | 3,807 | 3,902 | 4,000 | 3,997 | 4,097 | 4,199 | 4,197 | 4,302 | 4,409 | 4,407 | 4,517 | 4,630 |
| Administrative Assistant II Accountant I Graphic Designer I Information Technology Analyst I Public Information Coordinator I Research Technician | 22 | 3,997 | 4,097 | 4,199 | 4,197 | 4,302 | 4,409 | 4,407 | 4,517 | 4,630 | 4,628 | 4,744 | 4,862 | 4,859 | 4,980 | 5,105 |
| Junior Planner | 23 | 4,197 | 4,302 | 4,409 | 4,407 | 4,517 | 4,630 | 4,628 | 4,744 | 4,862 | 4,859 | 4,980 | 5,105 | 5,102 | 5,230 | 5,360 |
| Administrative Coordinator I Administrative Assistant III | 25 | 4,628 | 4,744 | 4,862 | 4,859 | 4,980 | 5,105 | 5,102 | 5,230 | 5,360 | 5,357 | 5,491 | 5,628 | 5,625 | 5,766 | 5,910 |
| Accountant II Assistant Planner Assistant Research Analyst Graphic Designer II Information Technology Analyst II Public Information Coordinator II | 26 | 4,859 | 4,980 | 5,105 | 5,102 | 5,230 | 5,360 | 5,357 | 5,491 | 5,628 | 5,626 | 5,767 | 5,911 | 5,906 | 6,054 | 6,205 |
| Administrative Coordinator II | 27 | 5,102 | 5,230 | 5,360 | 5,357 | 5,491 | 5,628 | 5,625 | 5,766 | 5,910 | 5,906 | 6,054 | 6,205 | 6,201 | 6,356 | 6,515 |
| Accountant III Associate Information Technology Analyst Associate Planner Associate Research Analyst Associate Public Information Coordinator Associate Graphic Designer | 29 | 5,625 | 5,766 | 5,910 | 5,906 | 6,054 | 6,205 | 6,201 | 6,356 | 6,515 | 6,511 | 6,674 | 6,841 | 6,837 | 7,008 | 7,183 |
| Senior Accountant Senior Graphic Designer Senior Research Analyst Senior Planner Senior Public Information Coordinator Senior Information Technology Analyst | 32 | 6,511 | 6,674 | 6,841 | 6,837 | 7,008 | 7,183 | 7,179 | 7,358 | 7,542 | 7,538 | 7,726 | 7,920 | 7,915 | 8,113 | 8,316 |
| Supervising Senior Planner Supervising Senior Research Analyst Clerk of the Board/HR Specialist | 33 | 6,837 | 7,008 | 7,183 | 7,179 | 7,358 | 7,542 | 7,538 | 7,726 | 7,920 | 7,915 | 8,113 | 8,316 | 8,310 | 8,518 | 8,731 |
| Finance Manager Research Manager ITS/511 Manager Manager of Capital Programs Principal Project Expert | | 7,538 | 7,726 | 7,920 | 8,209 | 8,414 | 8,624 | 8,939 | 9,163 | 9,392 | 9,735 | 9,978 | 10,228 | 10,607 | 10,872 | 11,144 |
| Steps within this range are for illustrative purposes only; salaries are determined by individual employment agreement within the range. | | | | | | | | | | | | | | | | |
| Director of External Affairs/Member Svcs Director of Research and Analysis Director of Transportation Services | | 10034 | 10,285 | 10,542 | 10,927 | 11,200 | 11,480 | 11,900 | 12,197 | 12,502 | 12,959 | 13,283 | 13,615 | 14,120 | 14,473 | 14,835 |
| Steps within this range are for illustrative purposes only; salaries are determined by individual employment agreement within the range. | | | | | | | | | | | | | | | | |
| Chief Operating Officer/General Counsel Chief Executive Officer | | 16,806 | 17,226 | 17,657 | 18,150 | 18,604 | 19,534 | 19,603 | 20,093 | 21,098 | 21,171 | 21,700 | 22,785 | 22,863 | 23,435 | 24,020 |
| Steps within this range are for illustrative purposes only; salaries are determined by individual employment agreement within the range. | | | | | | | | | | | | | | | | |

NOTES: Regular full-time employees are paid a monthly salary based on this schedule.

Longevity pay is 2.5% for employees with 13 years of FTE service and 5% for employees with 18 years of FTE service.

The salary range for the COO/General Counsel and CEO includes contractual benefits; the base salary range for these positions is approximately \$14,773 to \$19,983.