



Government Relations & Public Affairs Committee

November 13, 2012

Amendment to Salary Plan

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

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

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 and ends 40 percent over the starting point—40 percent is the existing approximate range used for the management and executive/director staff positions. 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 August 1, 2012

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		7,538	7,726	7,920	-	-	-	-	-	-	-	-	-	10,607	10,872	11,144
Research Manager		7,538	7,726	7,920	-	-	-	-	-	-	-	-	-	10,607	10,872	11,144
ITS/511 Manager		7,538	7,726	7,920	-	-	-	-	-	-	-	-	-	10,607	10,872	11,144
Project Delivery Manager		7,538	7,726	7,920	-	-	-	-	-	-	-	-	-	10,607	10,872	11,144
Principal Project Expert		7,538	7,726	7,920	-	-	-	-	-	-	-	-	-	10,607	10,872	11,144
Determined by individual employment agreement within the range																
Director of External Affairs/Member Svcs		10034	10,285	10,542	-	-	-	-	-	-	-	-	-	14,120	14,473	14,835
Director of Research and Analysis		10034	10,285	10,542	-	-	-	-	-	-	-	-	-	14,120	14,473	14,835
Director of Transportation Services		10034	10,285	10,542	-	-	-	-	-	-	-	-	-	14,120	14,473	14,835
Determined by individual employment agreement within the range																
Chief Operating Officer/General Counsel		16,944	17,368	17,802	-	-	-	-	-	-	-	-	-	23,722	24,315	24,923
Chief Executive Officer		16,944	17,368	17,802	-	-	-	-	-	-	-	-	-	23,722	24,315	24,923
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 \$14,911 to \$20,875.