

## Richland County Committee

### Agenda Item Cover

#### Agenda Item Name: Classification, Compensation and Staff Authorization

|  |                             |                       |                          |
|--|-----------------------------|-----------------------|--------------------------|
| <b>Department</b>                            | Administration              | <b>Presented By:</b>  | Administrator            |
| <b>Date of Meeting:</b>                      | June 1 <sup>st</sup> , 2021 | <b>Action Needed:</b> | Review for future action |
| <b>Disclosure:</b>                           | Open Session                | <b>Authority:</b>     | Structure E and L        |
| <b>Date submitted:</b>                       | May 28 <sup>th</sup> , 2021 | <b>Referred by:</b>   |                          |
| <b>Action needed by no later than (date)</b> | N/A                         | <b>Resolution</b>     | Future need              |

#### Recommendation and/or action language:

Motion to ... accept drafted compensation, classification and authorization plan for review.

#### Background: *(preferred one page or less with focus on options and decision points)*

Resolution No. 21-107 A Resolution approving the County Administrative Strategic Plan and Administrative Priorities was adopted by the Richland County Board with priority #12 listed as “Develop compensation and classification plan.” This has been expanded to include policy and table regarding staff authorization.

A policy has been drafted for preliminary review and discussion (see attached); with anticipated recommendation for resolution to the county board in July. The goal with this policy is to increase transparency by identifying staffing authorizations by department, consistency in compensation practice, and a more centralized location for non-union county compensation policy.

#### Attachments and References:

|   |  |
|---|--|
| Classification, Compensation and Staff Authorization Policy - DRAFT |  |
|   |  |

#### Financial Review:

(please check one)

|                                     |                      |                       |  |
|-------------------------------------|----------------------|-----------------------|--|
| <input type="checkbox"/>            | In adopted budget    | Fund Number           |  |
| <input type="checkbox"/>            | Apportionment needed | Requested Fund Number |  |
| <input type="checkbox"/>            | Other funding Source |                       |  |
| <input checked="" type="checkbox"/> | No financial impact  |                       |  |

*(summary of current and future impacts)*

Policy is intended to include current practice, wages and authorization. No additional cost impacts intended with adoption of the policy.

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#### Approval:

#### Review:

*Clinton Langreck*

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Department Head

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Administrator, or Elected Office (if applicable)