MEMORANDUM

Date: December 23, 2014

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator

Re: **2014 Compensation/Salary Survey**

Attached is a summary of results of the 2014 Fall compensation/salary survey of various comparator market organizations.

The results indicate the Pima County benchmark classifications were 2.2 percent below average actual salaries reported by the surveyed market comparable classifications. The Courts were 4.2 percent below the surveyed market.

In general, the County's compensation system matches the market, and there is no reason for any significant adjustments at this time for any classification within our compensation system classifications.

CHH/anc

Attachment

c: Allyn Bulzomi, Director, Human Resources

PIMA COUNTY
HUMAN RESOURCES

MEMORANDUM

Date: December 17, 2014

To: C. H. Huckelberry
County Administrator

From: M. Allyn Bulzomi
Human Resources Director

Re: Fall 2014 Compensation/Salary Survey

The following is a summary of the results of our 2014 Fall Survey:

Background:

We identified 50 of our current County classifications with the goal to cover a variety of different occupational groups and various levels. We invited the Courts to participate and obtained 26 classifications from them for inclusion in the survey.

For the purposes of this survey, we identified 15 comparator market organizations which included:

- Apache County
- Cochise County
- Coconino County
- Gila County
- Graham County
- Maricopa County
- Mohave County
- Pinal County
- Santa Cruz County
- Yavapai County
- Yuma County
- Town of Marana
- City of Phoenix
- Town of Sahuarita
- City of Tucson

Participating entities were asked to provide base salary data as of September 1, 2014. Pima County salary data and salary grade/range data were taken from available payroll and other reports for pay period ending September 20, 2014.

Participants were provided our benchmark classifications, the FLSA status of each benchmark classification and a brief description/summary of each classification with instructions to match their job/classification to our benchmark classification only if there were 75% or greater match of duties and responsibilities.

Average Actual Salaries:

- Pima County benchmark classifications (and six sub categories in the Trades Maintenance series) were approximately 2.2% below average actual salaries reported by our surveyed market for their comparable classifications.
- Courts classifications were approximately 4.2% below average actual salaries reported by our surveyed market.

Minimum Salary Ranges:

- The average minimum salary ranges identified for our County benchmark classifications are approximately 2% above the average minimum salary ranges reported for the comparable market classifications.
- The average minimum salary ranges for the 26 Courts benchmark classifications are approximately 7.9% below the average minimum salary ranges reported for comparable positions by our comparators.

Maximum Salary Ranges:

- The average maximum salary ranges identified for our County benchmark classifications are approximately 5% above the average maximum salary ranges reported for the comparable market classifications.
- The average maximum salary ranges for Courts benchmark classifications are approximately 8.1% below the average maximum salary ranges reported for comparable positions.

Compa Ratios:

- The average compa ratio for our County benchmark classifications was 0.90 which indicates the overall average salaries of employees in the benchmark classifications is approximately 10% below the midpoint of the salary range established for each classification. The average compa ratio reported for the comparable market classifications was 0.96 which indicates that the average actual salary paid for employees performing similar work was closer to midpoint of their salary ranges than ours.
- The average compa ratio for the Courts benchmark classifications was 0.94 which matched the compa ratio for the comparable market positions. The average compa ratio reported for the comparable court market classifications was 0.91 which indicates that the average actual salary paid for our court employees performing similar work was closer to midpoint of the salary ranges than comparable market classifications.

Summary:

In reviewing the detailed report of all benchmark classifications it is apparent that we need to make some adjustments to salary ranges and/or compensation grades for selected classifications with additional study being necessary for families of classifications. Unless otherwise directed, we will handle these classification/compensation matters in an ongoing maintenance mode. This data will be shared with the Courts for their review and appropriate action as deemed necessary. I am available to discuss this report and the survey results with you in greater detail should you have questions or require additional information.

County Classifications Fall 2014 Survey

						Pima County							Market							
Job Code	Class Code	Survey Job Title	Grade	FLSA Status	# of ees	Average Hourly Base Pay	Minimum	Midpoint	Maximum	Compa-Ratio	% Salary Average to Market	% Minimum to Market	% Maximum to Market	JOB CODE	# of Responding Agencies	# of ees	Average Hourly Base Pay	Hourly Minimum	Hourly Midpoint	Hourly Maximum	Compa-Ratio
100	1351	Accountant	40	E	18	18.8499	17.97	22.25	26.53	0.85	-17.3%	-9.1%	-10.4%	100	14	98	22.79	19.78	24.69	29.60	0.92
101	1178	Accounting Support Specialist	27	NE	10	15.9781	13.83	16.95	20.07	0.94	-7.7%	-6.6%	-9.5%	101	14	184	17.32	14.81	18.49	22.17	0.94
102	1821	Administrative Services Manager	58	E	18	30.2142	26.99	33.57	40.15	0.90	16.4%	24.8%	23.9%	102	10	102	25.96	21.62	27.01	32.40	0.96
103	1812	Administrative Specialist	38	E	40	19.7870	17.22	21.44	25.67	0.92	-7.2%	2.7%	1.3%	103	10	161	21.32	16.77	21.05	25.33	1.01
104	1171	Administrative Support Specialist	30	NE	92	16.3794	14.64	18.01	21.39	0.91	-4.7%	-2.1%	-0.7%	104	12	397	17.19	14.95	18.25	21.55	0.94
105	3415	Animal Care Field Officer	31	NE	21	16.7224	14.92	18.40	21.88	0.91	8.9%	5.4%	4.1%	105	9	60	15.36	14.15	17.58	21.02	0.87
106	1176	Appraisal Support Specialist	26	NE	14	14.8069	13.58	16.61	19.65	0.89	-15.6%	-10.6%	-10.7%	106	7	24	17.55	15.18	18.59	22.01	0.94
107	2371	Architect *	A1	E	4	31.1943	25.96	30.28	37.72	1.03	-25.8%	-14.3%	-20.8%	107	2	10	42.06	30.29	38.97	47.65	1.08
108	7660	Attorney *	U3	E	213	36.2500	28.23	42.6	59.2	0.85	8.0%	1.3%	36.6%	108	14	836	33.56	27.86	35.61	43.35	0.94
109	2651	Building Inspector I *	D1	NE	4	21.2159	18.27	25.58	33.54	0.83	-5.4%	2.0%	25.3%	109	14	90	22.43	17.91	22.34	26.77	1.00
110	2153	Central Plant Systems Technician	37	NE	7	19.0435	16.86	20.97	25.08	0.91	-10.5%	-7.2%	-3.0%	110	6	78	21.29	18.17	22.02	25.86	0.97
111	2314	Civil Engineer *	E3	E	22	34.2515	27.78	35.10	42.43	0.98	-4.6%	-0.8%	0.9%	111	12	129	35.91	28.02	35.03	42.04	1.03
112	2312	Civil Engineering Assistant *	E1	E	9	26.7617	23.22	28.97	34.72	0.92	6.3%	13.1%	14.6%	112	11	86	25.18	20.52	25.42	30.31	0.99
113	1236	Commodity/Contracts Officer	60	E	10	30.8228	28.31	35.21	42.11	0.88	6.1%	19.1%	18.7%	113	6	19	29.06	23.78	29.63	35.49	0.98
114	4521	Communicable Disease Investigator I *	M1	NE	4	16.7892	14.38	20.11	27.75	0.83	-23.0%	-20.6%	-2.1%	114	6	29	21.80	18.12	23.23	28.35	0.94
115	3291	Corrections Officer	G1	NE	399	19.5374	17.52	21.77	26.02	0.90	20.8%	11.0%	14.0%	115	10	1667	16.18	15.78	19.30	22.82	0.84
116	3147	Criminal Investigator/AZPost Certified - County Attorney *	P4	NE	23	24.5333	21.52	25.50	33.09	0.96	-7.1%	1.2%	5.3%	116	10	28	26.42	21.27	26.35	31.43	1.00
117	2171	Custodian	15	NE	6	13.6956	11.14	13.51	15.89	1.01	11.5%	2.8%	-0.8%	117	13	221	12.29	10.83	13.42	16.01	0.92
118	3211	Deputy Sheriff	S1	NE	409	25.6539	20.85	25.34	29.84	1.01	8.6%	2.9%	0.8%	118	14	3949	23.63	20.25	24.93	29.61	0.95
119	1592	Elections Technician - Senior	38	NE	4	20.5815	17.22	21.44	25.67	0.96	6.8%	11.9%	11.6%	119	6	5	19.28	15.38	19.20	23.01	1.00
120	4535	Environmental Health Specialist I	44	NE	14	20.6769	19.67	24.39	29.12	0.85	5.8%	11.6%	12.8%	120	10	137	19.54	17.62	21.72	25.82	0.90
121	2222	Equipment Operator I	32	NE	46	16.6137	15.22	18.80	22.38	0.88	6.5%	7.4%	8.1%	121	13	177	15.60	14.17	17.44	20.71	0.89
122	1356	Finance Accountant - Principal	60	E	37	29.0405	28.31	35.21	42.11	0.82	-13.2%	8.3%	8.8%	122	10	14	33.45	26.14	32.42	38.70	1.03
123	5215	Finance Analyst - Principal	60	E	26	29.3426	28.31	35.21	42.11	0.83	-2.6%	17.6%	16.0%	123	9	58	30.13	24.08	30.20	36.32	1.00
124	3256	Forensic Technician	36	NE	12	19.8629	16.51	20.51	24.52	0.97	-4.8%	-7.0%	-8.2%	124	9	39	20.87	17.76	22.23	26.70	0.94
125	1456	Geographic Information Systems Analyst	52	E	8	24.7219	23.40	29.27	35.14	0.84	-3.8%	7.5%	9.2%	125	12	47	25.71	21.77	26.98	32.18	0.95
126	1352	Grant Accountant & Compliance Specialist	49	E	12	22.5267	22.11	27.43	32.75	0.82	-13.5%	2.0%	1.0%	126	6	75	26.03	21.68	27.06	32.43	0.96
127	469/152	Human Resources Analyst	46	E	8	22.7719	20.61	25.56	30.52	0.89	0.6%	0.9%	-1.3%	127	10	51	22.64	20.42	25.67	30.93	0.88
128	4703	IT - Applications Developer	56	NE	6	25.1378	25.74	32.18	38.62	0.78	-13.9%	2.7%	3.9%	128	8	67	29.19	25.07	31.12	37.17	0.94
129	4701	IT - Service Support Specialist	48	NE	16	23.7337	21.59	26.79	31.99	0.89	15.3%	18.5%	17.7%	129	13	70	20.59	18.22	22.70	27.18	0.91
130	2211	Laborer	12	NE	35	10.5817	10.58	12.81	15.05	0.83	-16.3%	-8.9%	-9.3%	130	10	116	12.64	11.61	14.10	16.59	0.90
131	3139	Legal Processing Support - County Attorney	P2	NE	54	14.4967	13.33	19.04	24.76	0.76	-4.1%	2.3%	29.4%	131	7	140	15.12	13.03	16.08	19.13	0.94
132	3143	Legal Secretary *	P2	NE	67	16.7242	13.69	19.04	24.76	0.88	-0.3%	-6.2%	14.5%	132	13	345	16.77	14.59	18.11	21.63	0.93
133	6120	Librarian I	48	E	58	23.4993	21.59	26.79	31.99	0.88	19.8%	7.4%	6.5%	133	4	45.5	19.61	20.11	25.08	30.04	0.78
134	0030	Office Support Level III	23	NE	153	14.6876	12.84	15.66	18.49	0.94	-9.1%	-8.1%	-9.1%	134	10	462	16.16	13.97	17.16	20.35	0.94
135	3145	Paralegal *	P3	NE	72	19.1180	15.94	22.03	28.62	0.87	-11.4%	-11.1%	6.7%	135	12	181	21.57	17.93	22.37	26.81	0.96
136	2363	Planner - Senior	56	E	9	29.8283	25.74	32.18	38.62	0.93	5.2%	10.0%	13.1%	136	11	35	28.36	23.39	28.77	34.14	0.99
137	2532	Property Appraiser	33	NE	25	17.7531	15.53	19.21	22.9	0.92	-13.2%	-3.2%	-8.2%	137	11	118	20.45	16.04	20.50	24.96	1.00
138	4143	Public Health Nurse *	M2	E	28	27.3198	20.79	27.22	36.56	1.00	0.9%	-7.8%	9.1%	138	9	91	27.08	22.55	28.03	33.50	0.97
139	3530	Public Safety Support Specialist	25	NE	75	16.2096	13.33	16.29	19.25	1.00	-3.3%	-5.8%	-4.6%	139	5	127	16.76	14.15	17.16	20.18	0.98
140	2465	Public Works Construction Inspector	39	NE	11	18.6674	17.59	21.75	25.92	0.86	-26.6%	-13.6%	-11.9%	140	8	62	25.44	20.36	24.89	29.42	1.02
141	2233	Public Works Supervisor	54	NE	16	25.9483	24.54	30.69	36.84	0.85	-14.7%	1.5%	5.4%	141	9	25	30.42	24.18	29.56	34.94	1.03
142	2512	Real Property Acquisition Agent - Senior	49	E	5	24.4974	22.11	27.43	32.75	0.89	-12.8%	3.0%	0.3%	142	6	26	28.10	21.47	27.05	32.64	1.04
143	0052	Records Technician	29	NE	8	16.2275	14.36	17.64	20.93	0.92	14.1%	12.0%	9.8%	143	10	80	14.22	12.82	15.94	19.06	0.89
144	3527	Sheriff's 9-1-1 Dispatcher	38	NE	43	18.6945	17.22	21.44	25.67	0.87	11.4%	13.2%	13.7%	144	12	201	16.78	15.22	18.89	22.57	0.89
145	2472	Survey Instrumentation Technician	36	NE	7	18.7545	16.51	20.51	24.52	0.91	-13.5%	-1.0%	-1.9%	145	8	22	21.68	16.67	20.84	25.00	1.04
146	2225	Utility Maintenance Worker II	40	NE	15	19.085	17.97	22.25	26.53	0.86	0.6%	5.0%	6.2%	146	7	101	18.98	17.12	21.05	24.98	0.90
147	3146	Victim Advocate - County Attorney	P4	E	22	20.0218	17.91	25.50	33.09	0.79	-9.4%	-0.6%	15.0%	147	11	166	22.10	18.02	23.40	28.78	0.94
148	2742	Wastewater Laboratory Chemist	46	NE	15	22.9671	20.61	25.56	30.52	0.90	-6.2%	4.2%	5.6%	148	2	32	24.48	19.78	24.34	28.90	1.01
149	1722	Workforce Development Specialist	40	E	16	20.1727	17.97	22.25	26.53	0.91	3.1%	5.0%	3.2%	149	5	48	19.57	17.12	21.41	25.70	0.91
150	0912	Trades Maintenance Specialist (Journey-level Trades)	38	NE	153	25.6611	17.22	21.44	25.67	1.20	31.8%	5.1%	7.2%	150	6	67	19.47	16.38	20.16	23.95	0.97
150a		Auto Mechanic	38	NE	14	19.2335	17.22	21.44	25.67	0.90	3.3%	6.7%	8.3%	150a	12	75	18.61	16.14	19.92	23.70	0.93
150b		Carpenter	38	NE	1	17.7237	17.22	21.44	25.67	0.83	-20.4%	-2.0%	4.9%	150b	6	38	22.28	17.58	21.03	24.48	1.06
150c		Electricians	38	NE	10	20.1323	18.95	21.44	25.67	0.94	-10.6%	-2.9%	-5.8%	150c	5	129	22.52	19.52	23.39	27.25	0.96
150d		Park Maintenance Worker	38	NE	40	19.0013	17.22	21.44	25.67	0.89	3.0%	8.3%	7.4%	150d	6	52	18.44	15.89	19.89	23.89	0.93
150e		Plumber	38	NE	6	20.5289	18.95	21.44	25.67	0.96	-7.6%	1.5%	-3.3%	150e	4	28	22.21	18.67	22.60	26.54	0.98
150f		Truck Mechanic	38	NE	6	23.6632	17.22	21.44	25.67	1.10	21.0%	2.4%	5.4%	150f	8	78	19.56	16.82	20.58	24.35	0.95
								Totals:		0.90	-2.2%	2.0%	5.0%								0.96

Court Classifications Fall 2014 Survey

						Pima County							Market							
Job Code	Class Code	Survey Job Title	Grade	FLSA Status	# of ees	Average Hourly Base Pay	Minimum	Midpoint	Maximum	Compa-Ratio	% Salary Average to Market	% Minimum to Market	% Maximum to Market	JOB CODE	# of Responding Agencies	# of ees	Average Hourly Base Pay	Hourly Minimum	Hourly Midpoint	Hourly Maximum	Compa-Ratio
151	8090	Judicial Administrative Assistant	WV	E	54	19.8913	16.5208	20.6505	24.7806	0.96	4.4%	-1.8%	-2.5%	151	13	256	19.06	16.83	21.12	25.42	0.90
152	8065	Court Reporter	XH	NE	36	28.4553	22.2186	27.7727	33.3273	1.02	5.1%	3.4%	3.7%	152	12	103	27.08	21.48	26.80	32.13	1.01
153	8085	Court Interpreter	WW	NE	7	19.5857	16.9334	21.1671	25.4003	0.93	-7.3%	-12.3%	-10.2%	153	9	39	21.12	19.31	23.80	28.28	0.89
154	8092	Judicial Law Clerk	WW	E	32	17.4625	16.9334	21.1671	25.4003	0.82	-3.8%	-1.9%	-2.6%	154	7	28	18.16	17.27	21.67	26.07	0.84
155	8110	Probation Unit Supervisor	XJ	E	34	27.7283	23.3434	29.1788	35.0148	0.95	-3.1%	-9.4%	-9.6%	155	10	176	28.60	25.77	32.25	38.73	0.89
156	8112	Lead Probation Officer	XD	NE	33	24.1145	20.1289	25.1610	30.1932	0.96	-5.9%	-10.9%	-10.3%	156	8	73	25.63	22.59	28.13	33.67	0.91
157	8114	Probation Officer	WX	NE	188	23.3231	17.3568	21.696	26.0352	1.07	11.0%	-7.7%	-7.3%	157	11	935	21.00	18.80	23.44	28.09	0.90
158	8116	Surveillance Officer	WR	NE	46	18.087	14.9671	18.7084	22.4504	0.97	0.3%	-8.8%	-9.5%	158	10	156	18.04	16.41	20.61	24.81	0.88
159	8606	Juvenile Detention Officer	WO	NE	83	15.5032	13.8984	17.3726	20.8471	0.89	-7.6%	-15.0%	-16.4%	159	9	322	16.78	16.34	20.64	24.94	0.81
160	8605	Juvenile Detention Officer, Senior	WT	NE	11	17.8394	15.7243	19.6555	23.5865	0.91	-12.2%	-16.6%	-16.2%	160	7	27	20.31	18.86	23.51	28.16	0.86
161	8160	Probation Support Specialist	WJ	NE	52	14.8813	12.2841	15.3548	18.4261	0.97	4.2%	-5.8%	-10.2%	161	7	15	14.28	13.04	16.78	20.52	0.85
162	8757	Counselor/Mediator	XF	E	10	24.4885	21.1477	26.4345	31.7216	0.93	13.4%	2.5%	4.4%	162	4	35	21.59	20.63	25.51	30.39	0.85
163	8511	CASA Coordinator	WT	E	5	17.0106	15.7243	19.6555	23.5865	0.87	-7.8%	-10.0%	-14.3%	163	9	17	18.44	17.47	22.49	27.51	0.82
164	8108	Office Supervisor - Courts	WT	E	9	18.8405	15.7243	19.6555	23.5865	0.96	-18.2%	-17.7%	-19.1%	164	9	34	23.02	19.11	24.13	29.16	0.95
165	8208	Accountant, Senior - Courts	XH	E	3	23.4587	22.2186	27.7727	33.3273	0.84	-21.1%	-8.7%	-6.5%	165	4	41	29.73	24.33	29.99	35.64	0.99
166	8206	Accountant - Courts	XB	E	5	21.3398	19.1587	23.9486	28.738	0.89	4.4%	0.8%	-0.2%	166	6	38	20.43	19.01	23.90	28.79	0.85
167	8309	Human Resources Analyst - Courts	XD	E	3	24.3192	20.1289	25.1610	30.1932	0.97	-21.4%	-17.7%	-16.3%	167	2	7	30.94	24.47	30.28	36.09	1.02
168	8312	Human Resources Specialist - Courts	WV	NE	3	20.7771	16.5208	20.6505	24.7806	**1.01**	-1.8%	-12.2%	-14.6%	168	4	45	21.16	18.82	23.91	29.00	0.88
169	8095	Training and Education Coordinator	XD	E	2	24.9414	20.1289	25.161	30.1932	0.99	12.2%	2.9%	0.6%	169	5	16	22.23	19.56	24.78	30.00	0.90
170	8612	Corrections Cook	WI	NE	5	14.2465	11.9844	14.9804	17.9764	0.95	-15.3%	-16.4%	-12.5%	170	4	15	16.82	14.34	17.45	20.55	0.96
171	8089	Court Security Officers	WJ	NE	2	14.7027	12.2841	15.3548	18.4261	0.96	-1.4%	-15.5%	-15.8%	171	8	133	14.90	14.53	18.21	21.89	0.82
172	8076	Facilities and Maintenance Technician - Courts	WI	NE	9	13.0297	11.9844	14.9804	17.9764	0.87	-44.4%	-32.6%	-22.8%	172	1	22	23.46	17.79	20.54	23.30	1.14
173	8443	Software Engineer I - Courts	XO	E	10	30.6638	26.4107	33.0134	39.616	0.93	-0.6%	7.6%	3.0%	173	2	51	30.86	24.54	31.50	38.46	0.98
174	8900	Courtroom Clerk	WV	NE	65	18.7468	16.5208	20.6505	24.7806	0.91	14.7%	11.7%	11.5%	174	13	418	16.34	14.79	18.51	22.23	0.88
175	8800	Support Clerk - Courts	WF	NE	67	13.0336	11.1287	13.9106	16.6931	0.94	-12.9%	-18.7%	-18.4%	175	12	578	14.96	13.69	17.08	20.47	0.88
176	8860	Unit Supervisor - Courts	XG	E	15	25.9063	21.6762	27.0956	32.5146	0.96	6.9%	5.0%	1.7%	176	9	145	24.22	20.64	26.31	31.98	0.92
								Court Totals:		0.94	-4.2%	-7.9%	-8.1%								0.91