



# Travis County Commissioners Court Agenda Request

**Meeting Date:** September 30, 2014

**Prepared By/Phone Number:** Debbie L. Maynor, 854-9170 *SLD for Dan.*  
Todd Osburn, 854-2744 *SLD*

**Elected/Appointed Official/Dept. Head:** Leroy Nellis, County Executive,  
Planning and Budget, 854-9066

**Commissioners Court Sponsor:** Samuel T. Biscoe, County Judge

## AGENDA LANGUAGE:

Consider and take appropriate action on the proposed request from the Human Resources Management Department (HRMD) to conduct a comprehensive classification and compensation study during FY 2015.

## BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

In December 2010, Commissioners Court approved HRMD to conduct a comprehensive classification and compensation study during FY 2011. While we believe that most Travis County jobs are generally market competitive, a thorough analysis of market competitiveness has not been conducted since 2011. We have seen indications that the labor market is recovering from the economic downturn of 2008-2009. This recovery appears to have finally impacted the public sector this year. HRMD believes that is important to conduct the job analysis/market study to better ascertain Travis County's overall market competitiveness.

HRMD is requesting approval to conduct a market study during FY 2015 to begin in October 2014. If approved, the results of the study would be available for review and consideration by the commissioner's court for discussions of compensation early in the FY 2016 budget process. While implementation of the results of a study may prove difficult in uncertain economic conditions, we believe that it is in the best interest of the Court to have accurate information related to the market when making compensation-related decisions during the budget process.

## STAFF RECOMMENDATIONS:

HRMD recommends approval of this request to conduct a comprehensive classification and compensation study during FY 2015.

## ISSUES AND OPPORTUNITIES:

N/A

## FISCAL IMPACT AND SOURCE OF FUNDING:

The Compensation Division is fully staffed and prepared to do the analysis. Essentially, there is no fiscal impact for HRMD to conduct the study. Any potential fiscal impact

would be in future years and directly associated with the courts decisions regarding implementation of the results.

**REQUIRED AUTHORIZATIONS:**

Leroy Nellis, Planning and Budget Office, 854-9106



# HRMD *Human Resources Management Department*

700 Lavaca Street, 4th Floor • P.O. Box 1748 • Austin, Texas 78767 • (512) 854-9165 / FAX(512) 854-4203

## MEMORANDUM

DATE: September 19, 2014

TO: Samuel T. Biscoe, County Judge  
Ron Davis, Commissioner, Precinct 1  
Bruce Todd, Commissioner, Precinct 2  
Gerald Daugherty, Commissioner, Precinct 3  
Margaret Gomez, Commissioner, Precinct 4

VIA: Leroy Nellis, County Executive, Planning & Budget

FROM: Debbie Maynor, Director of HRMD *SJM for D.M.*  
Todd Osburn, Compensation Manager *T.O.*

SUBJECT: Market Study for FY 2015

### Issue

HRMD is seeking Commissioners Court direction for compensation-related work in FY 2015. Specifically, HRMD is seeking approval to conduct a comprehensive classification and compensation study (often referred to as MSS) during FY 2015. The intent of the project is to provide Commissioners Court with an update on the County's competitive position related to compensation for all positions on the Classified Pay Scale for planning purposes in FY 2016.

### Background

In December 2010, Commissioners Court approved HRMD to conduct a comprehensive classification and compensation study during FY 2011. The results were presented early in 2012 and implemented on April 1, 2012. At the time that this study began, HRMD had anticipated that Commissioners Court would approve the revised Compensation Policy that was in process prior to the need for the next market study. The proposed Compensation Policy would have institutionalized conducting comprehensive studies every fourth year. Since the policy has not been approved,

HRMD believes it is necessary to get explicit approval to conduct the market study that, under the proposed policy, would have been scheduled for FY 2015.

### **Timing**

Any job analysis project takes time to complete, and certainly an analysis of all classified jobs, is an ambitious project. HRMD can complete the work in time for the preparation of the preliminary budget, but in order to do so must begin soon.

### **Fiscal Impact**

The Compensation Division is fully staffed and prepared to do the analysis. Essentially, there is no fiscal impact for HRMD to conduct the study. Any potential fiscal impact would be associated with the implementation of the results. However, since the results are unknown, it is not possible to estimate what that impact would be.

### **Summary**

HRMD is prepared to conduct a County-wide job analysis project in FY 2015. Such a study would be consistent with the Compensation Committee's preferred approach, and serve as a natural follow-up to the study that was done in FY 2011.

While we believe that most Travis County jobs are generally market competitive, a thorough analysis of market competitiveness has not been conducted since 2011. We have seen indications that the labor market is recovering from the economic downturn of 2008-2009. This recovery appears to have finally impacted the public sector this year.

HRMD believes that is important to conduct the job analysis/market study to better ascertain Travis County's overall market competitiveness. While implementation of the results may prove difficult in uncertain economic conditions, we believe that it is in the best interest of the Court to have accurate information related to the market when making compensation-related decisions during the budget process.