



## Travis County Commissioners Court Agenda Request

**Meeting Date:** 12/2/2014

**Prepared By/Phone Number:** Todd L. Osburn, 854-2744

**Elected/Appointed Official/Dept. Head:** Leroy Nellis, 854-9066

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

### **AGENDA LANGUAGE:**

Consider and take appropriate action on HRMD's request to adopt revised methodology for conducting law enforcement market studies.

### **BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:**

Please see attached back-up memo.

### **STAFF RECOMMENDATIONS:**

HRMD recommends approval proposed methodology for conducting law enforcement market studies.

### **ISSUES AND OPPORTUNITIES:**

Please see attached back-up memo.

### **FISCAL IMPACT AND SOURCE OF FUNDING:**

None.

### **REQUIRED AUTHORIZATIONS:**

Debbie Maynor, Human Resources Management Department, 854-9170

Leroy Nellis, Planning & Budget Office, 854-9066.



# HRMD

## Human Resources Management Department

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### BACKUP MEMORANDUM

DATE: November 12, 2014

TO: Members of the Commissioners Court

VIA: Leroy Nellis, County Executive, Planning & Budget Office

FROM: Debbie Maynor, Director, Human Resources Management Dept. *DM*

SUBJECT: Market and Methodology for POPS Market Study

#### Background:

Over the past ten years, the Human Resources Management Department (HRMD) has advocated a different approach to conducting market studies for law enforcement personnel than the County's Law Enforcement Associations have. Using different approaches, recommendations for Commissioners Court action regarding law enforcement pay have varied widely. As a consequence, Commissioners Court has found itself in the position, usually late in the budget process, of having to choose between conflicting recommendations that had little in common due to different assumptions about proper market definition, methodology, and implementation parameters.

On September 30, 2014, Travis County Commissioners Court expressed a desire to address law enforcement pay much earlier in the upcoming budget process. As a result, Commissioners Court instructed HRMD staff to meet with the Law Enforcement Associations and attempt to formulate an approach to market studies that would be amenable to both HRMD and the Associations.

After meetings on October 22<sup>nd</sup> and October 30<sup>th</sup>, HRMD and the Travis County Sheriff's Law Enforcement Association (TCSLEA) reached agreement on a proposed approach. The approach spells out how the market is defined, the methodology to produce a market average, and how to use that average to construct the Peace Officer Pay Scale (POPS Scale).

#### Summary of Agreement:

At its core, the agreement reflects a simple compromise. The Associations agreed to expand the definition of market away from a strictly local definition to one that encompasses the Sheriff's Offices in major urban Texas counties and the municipal police forces within these counties.

HRMD agreed to use the Associations' methodology for determining the average salary for law enforcement classifications. This approach is based on using actual salary data rather than

range information. HRMD also agreed to use the Associations' approach on how to construct the POPS Scale based on average salary data.

**Proposed Market:**

The proposed law enforcement market includes the following jurisdictions:

- Counties – Bexar, Harris, Dallas, Tarrant, El Paso, Williamson.
- Cities – Austin, San Antonio, Houston, Dallas, Fort Worth, El Paso, Round Rock.

**Proposed Methodology to Construct Average Salary:**

Actual base salary data will be collected from the jurisdictions listed above for the following job classifications:

- Deputy/Senior Deputy
- Detective
- Sergeant
- Lieutenant

For each job, all actual salaries will be totaled and divided by the total number of employees, thus producing a mean salary for each job.

**Construction of the POPS Scale:**

The average salaries of the four law enforcement positions will be used to anchor the POPS scale. The average salaries will translate to the following:

- Senior Deputy – Step 7
- Detective – Step 8
- Sergeant – Step 10
- Lieutenant – Step 12

The established distances between steps will be maintained to determine the remaining step values for each of the jobs listed above. Placement of jobs not listed will be determined during implementation consistent with past actions.