

# Agenda Item Report



**Winnebago County**  
*The Wave of the Future*

DATE: November 20, 2023  
FROM: Mark Habeck, Director of Human Resources  
RE: Schedule Adjustment to Compensation Schedule

## **General Description:**

The Winnebago County Compensation Schedule provides pay grades for most non-elected regular positions other than those covered by the collective bargaining agreement with the Deputies' Association. The schedule includes a minimum, a control point, and a maximum for each pay grade. The 2024 budget was built using the assumption that the schedule amounts will be increased by 2.0% for 2024.

## **Action Requested:**

Approval of a resolution increasing all rates of the Winnebago County Compensation Schedule by 2.0% effective January 1, 2024.

## **Procedural Steps:**

(Show each level of committee and board approval needed, with meeting dates.)

Committee of Jurisdiction: P&F	Meeting date: <u>12/07/2023</u>
Action taken: <u>APPROVED</u>	Vote: 5-0
County Board	Meeting date: <u>12/19/2023</u>

## **Background:**

In July 2023, the County Board approved revisions to the County's merit pay system which created two distinct potentials for raises: a merit pay increase, based upon performance; and a schedule increase applied to both the compensation schedule and to employee pay rates.

It is important to have merit pay increases so that all employees can have meaningful movement throughout the pay range and enable new employees who started at the minimum the ability to move toward the control point as they gain experience. Merit pay increases of 2.0% were included in the 2024 budget.

Also, it is important to adjust the pay schedule periodically, to attempt to keep the schedule in line with the labor market. And although there was an adjustment in March 2023 resulting from the compensation study (average of 5.90%), it is still necessary to consider regular adjustments to remain competitive for hiring and retention. A schedule increase of 2.0% was included and approved in the 2024 budget.

For your reference, the CPI rate providing the maximum percentage increase that would be applicable for labor contracts for general employees starting January 1, 2024, is 6.26%. The CPI for the Midwest region, all urban consumers, shows a 3.09% increase over the past 12 months from November 2022 – October 2023.

Relevant planned increases in comparable jurisdictions include:

Brown County	3.5%
Fond du Lac County	2.0%
Jefferson County	3.0%
Outagamie County	N/A (completed new wage scale resulting in at least a 3.0% increase)
Walworth County	4.0%

**Policy Discussion:**

Approving the proposed resolution in December will assist Human Resources staff by allowing time to process changes prior to the effective date. It will also allow advertising of any new positions that may be approved in the budget with start dates in 2024 to reflect what the rate will be in January.

Again, this proposed resolution reflects amounts included in the 2024 budget, which has already been approved by the County Board.

**Attachments:**

Proposed resolution and proposed 2024 Winnebago County Compensation Schedule.