

# **CLASSIFICATION AND COMPENSATION STRATEGIC PLAN**

## **SUMMARY**

The Human Resources department continues to analyze our classification/compensation system to ensure continued effectiveness within the organization. Since 2003, comprehensive reviews have been conducted to identify areas in need of updating and recommendations for improvement.

## **GOALS**

- Maintain an index of all classifications to ensure an up-to-date and organized inventory of classifications.
- Maintain salary competitiveness in the market through surveys.
- Maintain internal salary alignment.
- Conduct ongoing analysis of our classification system and consolidate redundancies in classifications to streamline our structure.
- Plan and conduct county-wide classification/compensation special projects.
- Analyze the Fair Labor Standards Act (FLSA) designation for classifications to ensure compliance with the law.

## **HOW WE IMPLEMENT AND MAINTAIN**

Human Resources has the responsibility for developing and maintaining a survey maintenance schedule to proactively monitor the competitiveness of our salaries with the market. In addition, we conduct classification and salary reviews for classifications on an as-needed basis based on specific issues that may arise (recruitment/retention problems, internal alignment problems, etc.). These reviews may range from department-wide classifications to county-wide special projects encompassing a classification series and/or multiple classification series.