

1 BEFORE THE BOARD OF COUNTY COMMISSIONERS

2 FOR MULTNOMAH COUNTY, OREGON

3 ORDINANCE No. 683

4 An ordinance adopting salary ranges for fiscal year
5 1991-92 for employees covered by the Exempt Classification/
6 Compensation Plan and repealing Ordinance No. 667.

7 Multnomah County ordains as follows:

8 Section I. Findings

9 (A) Multnomah County, Oregon (hereinafter "County")
10 employs a variety of individuals excluded from any collective
11 bargaining agreement referred to as "Exempt" employees.

12 (B) It is the County's policy to establish an Exempt
13 Compensation Plan that provides such salaries and fringe
14 benefits as necessary for the County to recruit, select, and
15 retain qualified management, supervisory, administrative and
16 professional employees; that recognizes employee performance,
17 growth, and development; that maintains an appropriate internal
18 relationship between classifications based on job responsi-
19 bilities, qualifications, and authority; and that maintains
20 parity between equivalent exempt and nonexempt positions.

21 (C) The Personnel Officer is responsible for
22 developing and recommending compensation plan adjustment
23 recommendations to the Multnomah County Board of Commissioners
24 (hereinafter "Board").

25 May 24, 1991: 3

26 Draft includes amendments
approved at 5/23/91 Hearing

1 (D) The County has reviewed and evaluated each exempt
2 position based on the position's required expertise, decision
3 making impact and independence, supervisory/management
4 responsibility, type and purpose of contacts with others, and
5 physical working conditions.

6 (E) A salary survey of comparable and competing
7 public employers was conducted to determine the County's
8 position in the relevant labor market.

9 (F) Taking into consideration the data development
10 through the job evaluation process and salary survey described
11 in (D) and (E) above, the County's pay policy line for exempt
12 classifications was established.

13 (G) At the November 6, 1990 election the voters
14 approved an amendment to the Home Rule Charter, requiring the
15 Board of County Commissioners to set the salary of the County
16 Sheriff. The Charter amendment further required that the
17 Sheriff's salary be not less than that for any member of the
18 Sheriff's Office. This Ordinance carries out the Charter
19 amendment and establishes the Sheriff's salary at the same rate
20 as other experienced department managers.

21 Section II. Adoption of Salary Ranges

22 (A) The job titles and salary ranges for exempt
23 employee classifications as shown in Exhibit A to this
24 Ordinance ("Exempt Salary Ranges Effective July 1, 1991") are
25 adopted. Notwithstanding adoption of these ranges, or the
26 provisions of this or any other previously adopted ordinance,

1 there shall be no cost-of-living adjustment (COLA) granted to
2 exempt employees during fiscal year 1991-92.

3 (B) Except as provided in paragraphs (C) through (F)
4 of this section, adoption of this Ordinance shall not change
5 the salary rate being paid any exempt employee on the effective
6 date of this Ordinance. "Exempt employee" under this Ordinance
7 covers only those persons in exempt positions as of the
8 effective date of this Ordinance.

9 (C) An exempt employee whose salary rate on the
10 effective date of this Ordinance is below the minimum rate
11 established for the employee's position by Exhibit A shall
12 receive an increase to the minimum hourly rate. The increase
13 shall take effect on the effective date of this Ordinance.

14 (D) An exempt employee whose salary rate on the
15 effective date of the Ordinance exceeds the applicable maximum
16 established by Exhibit A shall remain at the current rate until
17 the maximum for the range is increased by the Board of County
18 Commissioners.

19 (E) No exempt employee shall be reduced in pay as a
20 result of the implementation of this Ordinance.

21 (F) The salary for the Sheriff shall be \$33.60 per
22 hour.

**EXHIBIT A
EXEMPT SALARY RANGES
EFFECTIVE JULY 1, 1991**

| <u>Job Title</u> | <u>Min.</u> | <u>Mid.</u> | <u>Max.</u> |
|--|-------------|-------------|-------------|
| A & T Manager, Senior | 22.96 | 27.55 | 32.14 |
| AA/EEO Officer | 16.31 | 19.58 | 22.84 |
| Accounts Payable Supervisor | 15.54 | 18.65 | 21.76 |
| Administrative Analyst | 12.79 | 15.35 | 17.90 |
| Administrative Services Manager | 19.83 | 23.80 | 27.77 |
| Administrative Services Officer | 16.31 | 19.58 | 22.84 |
| Adult Housing Administrator | 15.54 | 18.65 | 21.76 |
| Aging Services Branch Administrator | 15.54 | 18.65 | 21.76 |
| Aging Services Manager, Senior | 22.96 | 27.55 | 32.14 |
| Aging Services Program Manager | 19.83 | 23.80 | 27.77 |
| AIDS Program Manager | 18.88 | 22.66 | 26.44 |
| Alcohol/Drug Administrator | 17.98 | 21.58 | 25.18 |
| Alternative Community Services Manager | 17.13 | 20.56 | 23.98 |
| Animal Care Supervisor | 14.10 | 16.92 | 19.74 |
| Animal Control Manager | 19.83 | 23.80 | 27.77 |
| Animal Control Supervisor | 14.10 | 16.92 | 19.74 |
| Assessment Information Resources Manager | 18.88 | 22.66 | 26.44 |
| Assistant County Counsel 1 | 14.80 | 17.76 | 20.72 |
| Assistant County Counsel 2 | 16.31 | 19.58 | 22.84 |
| Assistant Health Officer | 26.46 | 31.76 | 37.05 |
| Assistant Health Services Manager | 17.13 | 20.56 | 23.98 |
| Assistant Social Services Manager | 17.98 | 21.58 | 25.18 |
| Benefits Administrator | 17.13 | 20.56 | 23.98 |
| Board of Equalization Admin. | 12.79 | 15.35 | 17.90 |
| Bridge Maintenance Administrator | 16.31 | 19.58 | 22.84 |
| Bridge Maintenance Supervisor | 14.10 | 16.92 | 19.74 |
| Bridge Operations Supervisor | 9.54 | 11.45 | 13.36 |
| Bridge Services Manager | 18.88 | 22.66 | 26.44 |
| Business Services Administrator | 17.13 | 20.56 | 23.98 |
| Cable Telecommunications Admin. | 17.13 | 20.56 | 23.98 |
| Captain | 24.76 | 27.24 | 29.71 |
| Cartography Supervisor | 12.79 | 15.35 | 17.90 |
| Case Management Supervisor | 14.10 | 16.92 | 19.74 |
| Chaplain | 12.17 | 14.61 | 17.05 |
| Chief Appraiser/Commercial | 17.13 | 20.56 | 23.98 |
| Chief Appraiser/Residential | 17.13 | 20.56 | 23.98 |
| Chief Assistant County Counsel | 21.86 | 26.24 | 30.61 |
| Chief Deputy/Sheriff's Office | 28.05 | 30.86 | 33.66 |
| Chief Deputy Medical Examiner | 18.88 | 22.66 | 26.44 |
| Childrens Clinical Services Admin. | 17.13 | 20.56 | 23.98 |
| Childrens M.H. Partner's Proj. Supv. | 15.54 | 18.65 | 21.76 |
| Civil Process Supervisor | 13.43 | 16.12 | 18.80 |
| Commercial Appraisal Supervisor. | 14.10 | 16.92 | 19.74 |
| Community Action Program Admin. | 16.31 | 19.58 | 22.84 |
| Community Action Program Supervisor | 14.10 | 16.92 | 19.74 |
| Community Corr. Program Services Mgr. | 18.88 | 22.66 | 26.44 |
| Community Development Manager | 19.83 | 23.80 | 27.77 |
| Community Services Administrator | 16.31 | 19.58 | 22.84 |
| Computer Operations Administrator | 15.54 | 18.65 | 21.76 |
| Construction Projects Administrator | 17.98 | 21.58 | 25.18 |
| Contracts Administrator | 15.54 | 18.65 | 21.76 |

EXHIBIT A
EXEMPT SALARY RANGES

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|--------------------------------------|-------|-------|-------|
| Corrections Captain | 22.90 | 25.19 | 27.48 |
| Corrections Counselor Supervisor | 14.80 | 17.76 | 20.72 |
| Corrections Health Manager | 18.88 | 22.66 | 26.44 |
| Corrections Lieutenant | 21.40 | 23.54 | 25.68 |
| Corrections Major | 24.50 | 26.95 | 29.40 |
| County Counsel | 26.46 | 31.76 | 37.05 |
| County Surveyor | 16.31 | 19.58 | 22.84 |
| Data Base Administrator | 17.13 | 20.56 | 23.98 |
| Data Control & Scheduling Supervisor | 12.79 | 15.35 | 17.90 |
| Data Systems Administrator | 15.54 | 18.65 | 21.76 |
| Data Systems Manager | 17.13 | 20.56 | 23.98 |
| Dental Health Officer | 21.86 | 26.24 | 30.61 |
| Dentist | 20.56 | 22.27 | 23.98 |
| Department Director, D.C.C. | 26.46 | 31.76 | 37.05 |
| Department Director, D.E.S. | 26.46 | 31.76 | 37.05 |
| Department Director, D.G.S. | 26.46 | 31.76 | 37.05 |
| Department Director, D.H.S. | 26.46 | 31.76 | 37.05 |
| Deputy Director, D.E.S. | 19.83 | 23.80 | 27.77 |
| Deputy District Attorney/Chief | 22.96 | 27.55 | 32.14 |
| Deputy District Attorney/First Asst. | 0 | 0 | 0 |
| Deputy Labor Relations Manager | 17.98 | 21.58 | 25.18 |
| Developmental Disabilities Admin. | 15.54 | 18.65 | 21.76 |
| Developmental Disabilities Manager | 18.88 | 22.66 | 26.44 |
| Direct Clinical Services Supervisor | 15.54 | 18.65 | 21.76 |
| Distribution Supervisor | 12.17 | 14.61 | 17.05 |
| D.A. Operations Manager | 15.54 | 18.65 | 21.76 |
| Elections Administrator | 14.80 | 17.76 | 20.72 |
| Elections Manager | 19.83 | 23.80 | 27.77 |
| Electrical Supervisor | 14.80 | 17.76 | 20.72 |
| Emergency Management Administrator | 16.31 | 19.58 | 22.84 |
| Emergency Medical Services Admin. | 17.13 | 20.56 | 23.98 |
| Employee Services Manager | 19.83 | 23.80 | 27.77 |
| Employee Services Specialist 1 | 12.17 | 14.61 | 17.05 |
| Employee Services Specialist 2 | 14.10 | 16.92 | 19.74 |
| Engineering Services Administrator | 15.54 | 18.65 | 21.76 |
| Engineering Services Manager | 18.88 | 22.66 | 26.44 |
| Environmental Health Administrator | 17.13 | 20.56 | 23.98 |
| Executive Assistant | 0 | 0 | 0 |
| Executive Assistant/Sheriff's Office | 19.83 | 23.80 | 27.77 |
| Expo Manager | 19.83 | 23.80 | 27.77 |
| Expo Operations Supervisor | 14.10 | 16.92 | 19.74 |
| Facilities Building Manager | 17.13 | 20.56 | 23.98 |
| Facilities Building Supervisor | 14.10 | 16.92 | 19.74 |
| Facilities Coordinator | 11.60 | 13.92 | 16.24 |
| Facilities Environmental Coord. | 14.80 | 17.76 | 20.72 |
| Facilities Maintenance Manager | 18.88 | 22.66 | 26.44 |
| Facilities Maintenance Supervisor | 14.80 | 17.76 | 20.72 |
| Facilities Manager, Senior | 21.86 | 26.24 | 30.61 |
| Facilities Refurbishment Manager | 17.13 | 20.56 | 23.98 |
| Fair/Expo Administrator | 14.10 | 16.92 | 19.74 |
| Family Services Manager | 18.88 | 22.66 | 26.44 |
| Finance Manager | 19.83 | 23.80 | 27.77 |
| Fiscal Specialist Supervisor | 15.54 | 18.65 | 21.76 |
| Fiscal Specialist/D.H.S. | 14.10 | 16.92 | 19.74 |
| Fleet & Electronics Manager | 19.83 | 23.80 | 27.77 |
| Fleet Maintenance Supervisor | 14.80 | 17.76 | 20.72 |
| General Accounting Administrator | 17.13 | 20.56 | 23.98 |
| Geographic Information Records Mgr. | 18.88 | 22.66 | 26.44 |

EXHIBIT A
EXEMPT SALARY RANGES
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| | | | |
|--------------------------------------|-------|-------|-------|
| Health Officer | 29.18 | 35.02 | 40.85 |
| Health Operations Supervisor | 11.60 | 13.92 | 16.24 |
| Health Services Administrator | 16.31 | 19.58 | 22.84 |
| Health Services Manager | 19.83 | 23.80 | 27.77 |
| Health Services Manager, Senior | 22.96 | 27.55 | 32.14 |
| Health Supply Administrator | 12.17 | 14.61 | 17.05 |
| Information Services Manager, Senior | 21.86 | 26.24 | 30.61 |
| Information Systems Manager | 18.88 | 22.66 | 26.44 |
| Inmate Program Manager | 20.83 | 25.00 | 29.16 |
| Juvenile Counseling Services Manager | 18.88 | 22.66 | 26.44 |
| Juvenile Counselor Supervisor | 14.80 | 17.76 | 20.72 |
| Juvenile Detention Manager | 18.88 | 22.66 | 26.44 |
| Juvenile Justice Manager, Senior | 21.86 | 26.24 | 30.61 |
| Juvenile Justice Program Manager | 17.13 | 20.56 | 23.98 |
| Labor Relations Manager | 18.88 | 22.66 | 26.44 |
| Labor Relations Specialist | 12.17 | 14.61 | 17.05 |
| Laboratory Administrator | 16.31 | 19.58 | 22.84 |
| Laundry Supervisor | 11.60 | 13.92 | 16.24 |
| Law Clerk | 11.60 | 13.92 | 16.24 |
| Legislative/Administrative Secretary | 0 | 0 | 0 |
| Lieutenant | 23.14 | 25.46 | 27.77 |
| Litigation Counsel | 20.83 | 25.00 | 29.16 |
| Long Term Care Administrator | 17.13 | 20.56 | 23.98 |
| Loss Control Specialist | 13.43 | 16.12 | 18.80 |
| Major | 25.50 | 28.05 | 30.60 |
| Management Assistant, D.C.C. | 17.13 | 20.56 | 23.98 |
| Management Assistant, D.G.S. | 17.13 | 20.56 | 23.98 |
| Management Assistant, D.H.S. | 17.98 | 21.58 | 25.18 |
| Management Auditor 1 | 11.60 | 13.92 | 16.24 |
| Management Auditor 2 | 12.79 | 15.35 | 17.90 |
| MCSO Personnel Administrator | 17.13 | 20.56 | 23.98 |
| MCSO Planning & Fiscal Admin. | 17.13 | 20.56 | 23.98 |
| M.E.D. Program Manager | 18.88 | 22.66 | 26.44 |
| Office Automation Administrator | 17.13 | 20.56 | 23.98 |
| Office Manager/County Counsel | 12.79 | 15.35 | 17.90 |
| Operations Administrator | 14.10 | 16.92 | 19.74 |
| Operations Supervisor | 11.60 | 13.92 | 16.24 |
| Operations/Telecommunications Mgr. | 18.88 | 22.66 | 26.44 |
| Park Manager | 19.83 | 23.80 | 27.77 |
| Parks Maintenance Supervisor | 14.80 | 17.76 | 20.72 |
| Payroll Supervisor | 15.54 | 18.65 | 21.76 |
| Personal Property Appraisal Supv. | 14.10 | 16.92 | 19.74 |
| Pharmacist | 17.76 | 19.24 | 20.72 |
| Pharmacist Supervisor | 19.58 | 21.21 | 22.84 |
| Physician* | 24.11 | 28.93 | 33.75 |
| Planning Manager | 19.83 | 23.80 | 27.77 |
| Planning/Budget Administrator | 16.31 | 19.58 | 22.84 |
| Planning/Budget Manager | 19.83 | 23.80 | 27.77 |
| Planning/Budget Specialist | 13.43 | 16.12 | 18.80 |
| Probation Services Manager | 19.83 | 23.80 | 27.77 |
| Probation/Parole Supervisor | 14.80 | 17.76 | 20.72 |
| Property Management Supervisor | 14.10 | 16.92 | 19.74 |
| Public Affairs Coordinator | 17.13 | 20.56 | 23.98 |
| Public Guardian | 16.31 | 19.58 | 22.84 |
| Purchasing Agent | 17.98 | 21.58 | 25.18 |
| Purchasing Specialist Supervisor | 14.80 | 17.76 | 20.72 |

EXHIBIT A
 EXEMPT SALARY RANGES
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| | | | |
|--|-------|-------|-------|
| Records Administrator | 16.31 | 19.58 | 22.84 |
| Regional Drug Initiative Prog. Supv. | 14.80 | 17.76 | 20.72 |
| Regional Park Supervisor | 13.43 | 16.12 | 18.80 |
| Residential Appraisal Supervisor. | 14.10 | 16.92 | 19.74 |
| Risk Manager | 17.98 | 21.58 | 25.18 |
| Road Maintenance Manager | 18.88 | 22.66 | 26.44 |
| Road Maintenance Supervisor | 13.43 | 16.12 | 18.80 |
| Safety Specialist/Transportation | 13.43 | 16.12 | 18.80 |
| Sheriff | 26.46 | 31.76 | 37.05 |
| Sheriff's Operations Administrator | 14.10 | 16.92 | 19.74 |
| Social Services Manager, Senior | 22.96 | 27.55 | 32.14 |
| Sr. Administrative Analyst | 14.10 | 16.92 | 19.74 |
| Sr. Assistant County Counsel | 18.88 | 22.66 | 26.44 |
| Sr. Data Analyst | 14.10 | 16.92 | 19.74 |
| Sr. Dentist | 22.66 | 24.55 | 26.44 |
| Sr. Employee Services Specialist | 14.80 | 17.76 | 20.72 |
| Sr. Fiscal Specialist | 14.10 | 16.92 | 19.74 |
| Sr. Management Auditor | 14.10 | 16.92 | 19.74 |
| Sr. Program Development Specialist | 14.80 | 17.76 | 20.72 |
| Staff Assistant | 0 | 0 | 0 |
| Staff Assistant/Sheriff's Office | 14.10 | 16.92 | 19.74 |
| Systems Administrator | 17.13 | 20.56 | 23.98 |
| Tax Collection Manager | 18.88 | 22.66 | 26.44 |
| Technical Support Manager | 18.88 | 22.66 | 26.44 |
| Telecommunications Administrator | 17.13 | 20.56 | 23.98 |
| Traffic Aids Manager | 18.88 | 22.66 | 26.44 |
| Traffic Aids Supervisor | 13.43 | 16.12 | 18.80 |
| Transportation Manager, Senior | 22.96 | 27.55 | 32.14 |
| Transportation Support Services Mgr. | 17.98 | 21.58 | 25.18 |
| Transportation Planning & Oper. Admin. | 15.54 | 18.65 | 21.76 |
| Transportation Planning & Oper. Supv. | 14.80 | 17.76 | 20.72 |
| Treasury Administrator | 17.13 | 20.56 | 23.98 |
| Undersheriff | 22.96 | 27.55 | 32.14 |
| Valuation Manager | 20.83 | 25.00 | 29.16 |
| Victim Services Administrator | 15.54 | 18.65 | 21.76 |
| Womens Transition Services Manager | 17.13 | 20.56 | 23.98 |
| Worker's Compensation Specialist | 12.79 | 15.35 | 17.90 |
| Youth Services Administrator | 17.13 | 20.56 | 23.98 |

NOTE: Salary for elected officials' staff to be determined by respective elected official pursuant to Ord. 438 Section 4.B.

*Premium pay up to 10% over base salary when physician is assigned extra responsibilities for medical program.

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