

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 01-093**

Relating to Pay Administration For Employees Not Covered By Collective Bargaining Agreements And Repealing Resolution No. 99-48

**The Multnomah County Board of Commissioners Finds:**

- a. The County has executive, management, and confidential employees not covered by collective bargaining agreements.
- b. The Board adopted County compensation policy is found in MCC 9.202.
- c. The Chair is responsible for developing and presenting annual compensation plan adjustment recommendations to the Board, including changes to pay.
- d. The County will continue the adopted pay administration practices for executive, management, and confidential employees.

**The Multnomah County Board of Commissioners Resolves:**

1. **Applicability.** This resolution applies to County executive and management employees with the following exceptions:

(a) The pay rates, performance appraisal system and pay administration practices for Elected Officials Staff that are set by the elected officials, within the budget for those positions.

(b) Executive and management employees who regularly work less than 20 hours per week.

(c) Confidential employees are governed by provisions applicable to employees in equivalent classifications subject to collective bargaining agreements.

2. **Pay Ranges.** The compensation plan contains pay ranges consisting of a minimum and a maximum base rate for each executive and management classification. The Board will establish pay ranges and make any changes to the ranges. The Chair will make recommendations based on periodic surveys of comparable employers, internal classification relationships, financial constraints and actual or anticipated pay adjustments for represented employees. Executive and management employees are also eligible for special pay adjustments within pay ranges.

3. **Merit Increases, Classified.** Each July 1 management employees are eligible for merit increases in base pay equal to three percent (3%) or to the maximum of the ranges, whichever is less. Merit increases will be based on rules and procedures established by the Chair.

4. **Merit Increases, Unclassified.** The Chair is responsible for developing and presenting an annual recommendation to the Board for merit pay for executive employees. Each July 1

executive employees are eligible for merit pay based on accomplishments of performance objectives set for the prior fiscal year.

5. **General Salary Increases.** Executive and management employees will receive cost of living increases approved by the Board.

6. **Incentive Payments.** Incentive payments are part of the merit pay system. Department Directors may authorize incentive payments to employees. Incentive payments are for outstanding contributions to the county during the evaluation period. Incentive payments will not be added to employees' base pay.

7. **Overtime Pay.** No executive or management employee excluded from coverage of the Fair Labor Standards Act (FLSA) will receive overtime pay. Employees subject to the FLSA are eligible for overtime pay in accordance with county's personnel rules, and state and federal law. The rate is one and one-half times the hourly pay rate for the employee. Compensatory time in lieu of overtime pay is available at the rate of one and one-half hours for additional time worked in excess of:

- (a) Eight hours in any work day for a five-day, 40-hour-a-week employee;
- (b) 10 hours in any work day for a four-day, 40-hour-a-week employee; or
- (c) 40 hours in any FLSA work week.

8. **Working in Higher Classification.** When an executive or management employee replaces another executive or management employee in a higher classification for five or more work days and performs most of the duties of the higher classification, the Department director has discretion to pay the employee at a higher rate. The higher pay rate will be no less than the minimum, nor more than the maximum rate for the higher classification. The higher rate will be paid retroactive to the first day of work in the higher classification.

9. This resolution takes effect and Resolution No. 99-48 is repealed on July 1, 2001.

ADOPTED this 5th day July 2001.

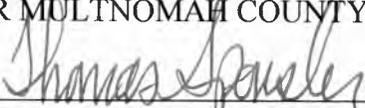


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Thomas Spensler, County Attorney