

Council Budget Questions and Requests for Information
2022-23 Manager's Recommended Budget
Question #12

QUESTION: The manager's budget recommends a new position for a comp/class analyst in HR. Would they have other HR responsibilities? If so, what would they be? Considering that we're just wrapping up a consultant's study on the issue, could this hire wait a few years?

RESPONDENT: Cliff Turner, Human Resources Director

RESPONSE: The position will be almost exclusively focused on compensation-related matters, including a review of a portion of the Town's job classes each year to compare salaries and benefits to the market, update job descriptions, and recommend changes to the Town's Pay Plan. The person will also oversee compensation policies and review and conduct FLSA audits of all positions on an annual basis. They will review pay equity with any new salary offers and other position/salary moves being requested by departments. Should the Town move forward with additional changes to its compensation system, such as a step plan for certain positions or a merit-based pay increases, this position will be able to assist with designing and implementing those changes.

With the job market continuing to change rapidly for many positions across Town, staffing this role in early 2023 will help us remain competitive as we work to recruit and retain highly qualified and engaged employees. Starting the work in this fiscal year should significantly reduce the number of times we have to use an outside consultant to conduct studies in the future.