

Bargaining Unit employees should review their appropriate Collective Bargaining Agreement (CBA) to determine if this policy applies to them. In case of a conflict between the applicable CBA and these policies, the provision in the CBA controls.

Policy No.: 5-8

Effective: 06/16/03

Revision No.:

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Pay Plan Adjustment

OVERVIEW: As a result of an external salary survey or an internal equity study, the salary range of specific classifications may be adjusted.

SCOPE: This policy applies to all persons employed by the Board of County Commissioners in a classified position.

PROVISIONS:

1. **General Rule.** An employee in a classification whose salary range is adjusted upward shall receive a percentage salary increase equal to the percentage increase of the minimum of the range.
2. **Downward Adjustment.** If the salary range of a classification is adjusted downward, the salaries of the current employees in that classification will not be affected.
3. The Administrating Official may limit the percentage salary increase for all employees in affected classifications.

County Manager

County Attorney