

## **POLICY 301 - COMPENSATION**

It is the policy of the Johnson County Government to attract, retain, and reward talented employees with equitable and competitive total compensation based on relevant labor markets. Total compensation considers all aspects of compensation, including base salary, variable compensation, benefits coverage and options, non-cash rewards and recognition programs, and the work environment. It is also the policy of Johnson County Government to balance the principles of performance-based compensation, fairness and internal equity, and market competitiveness with sound fiscal discipline. Compensation programs will allow for performance to be rewarded at an individual, team, and/or County level and will support the mission, vision, and values of Johnson County Government consistent with the County's compensation philosophy.

The Board of County Commissioners is solely responsible for the adoption of the County total compensation philosophy, the establishment of policy, and the allocation of resources for all funded compensation programs through the annual budget process.

The County will balance external competitiveness with internal equity by conducting regular analysis of the external market to ensure employees have pay opportunities consistent with the median of established local, regional, and national competitors, both public and private, as appropriate and utilizing a proven job evaluation method to determine internal relativity. The County Manager will determine the comparator organizations to be used for salary administration purposes based on their recognition as a highly successful organization, similar demographics, and other relevant factors.

The County Manager will adopt Human Resources Procedures consistent with this policy and the County's Compensation Philosophy to create compensation components and pay delivery mechanisms, including but not limited to, establishing pay tables and pay rates, providing shift differentials, special pay plans, allowances and taxable benefits, performance bonuses and incentive plans, the establishment and adjustment of pay rates, and merit increases. The procedures, to the extent possible within the budgetary authority provided annually by the Board of County Commissioners, must be intended to reinforce a positive work climate, a citizen service orientation, accountability, performance, and productivity; should be sufficiently flexible to meet the needs of dynamic business models and evolving economic environments; and, administered by the Department of Human Resources and/or Department of Financial Management & Administration, as appropriate, with equity and reasonable consistency. The Board's adoption of the County's annual budget for compensation constitutes approval of the County's pay table, the compensation fund, and the classification and compensation system components established by the County Manager through the Human Resources Procedures.

All County positions, whether classified or unclassified and regardless of funding source, are administered in compliance with the compensation policy, related procedures, and relevant laws. Departments/agencies/offices will remain within their budget when funding pay-related activities.

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