



Council Communication No. 97-268

SYNOPSIS –

Communication from the City Manager concerning a compensation and classification study of employees affected by the 1996 reorganization of City staff.

FISCAL IMPACT –

There are potentially 20 positions which will be reviewed. The total fiscal impact is expected to be less than \$100,000.

RECOMMENDATION –

Receive and file this communication with a report back to City Council on the changes which are being made. Compensation changes will be made within the existing City Y-Step Systems which permit temporary salary adjustments. All affected employees will be told that their position will be reviewed in the context of the complete classification and compensation study. Consequently, any adjustments are subject to change based on the adopted study recommendations.

BACKGROUND –

In 1996, the City of Des Moines implemented a staff reorganization plan which resulted in a projected annual savings of \$7.9 million to the General Fund. This action resulted in the elimination of 104 positions in the organization, with a goal of maintaining all service levels. City departments proposed changes in position responsibilities for a total of 20 positions. The reorganization included a significant change in the duties of these positions. Previous protocol is that position responsibility changes have been reviewed by the Personnel Department, resulting in recommendations for changes in classification and compensation. As part of the department reorganization proposals, some departments reported total possible savings on a net basis. In other words, projections of new costs due to pay increases were subtracted from proposed job elimination savings to result in a net savings.

When the reorganization plans were presented, City Council was told by some departments that new positions would be created to facilitate reorganization. Prior to City Council action on the reorganization, it was determined that there could not be any increases or decreases in pay recommended to City Council as part of the reorganization. This decision was accompanied by a commitment to immediately complete a compensation study for all employees planned for

completion within one year of the June 23, 1996, implementation of reorganization. This was communicated to City employees via department directors.

In conjunction with the selection of a consultant to study classifications and compensation of City employees, a staff team was appointed to interview consultant proposals to conduct the study. The Compensation and Classification Steering Committee asked consultants if these employees could be evaluated earlier than the expected 12-month completion of the plan. The consultants all suggested that any current requests should be dealt with through existing approved processes, with an understanding that changes could occur when the compensation and classification study recommendations are adopted.

A list of the positions which are believed to have been affected by the reorganization is attached. These employees will be notified of the City's willingness to review their positions, but they must request the review. The review can be completed with recommendations implemented early in FY1997-98. City departments will need to identify funding for implementation, within existing approved FY1997-98 budgets.

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