

Management Committee

For the Metropolitan Council meeting of December 22, 2021

Subject: Non-Represented Plan changes

Proposed Action

That the Metropolitan Council approve the Non-Represented Plan changes effective December 25, 2021, incorporating revisions which include updates to salary administration, job titles covered by the Non Represented plan, and the 2022 compensation grid.

Summary of Committee Discussion/Questions

Committee discussed that the Council cannot exceed the governor's salary cap established by the legislature but that salaries are not typically established at the very top of the cap. The Council has sought and been approved to have seven exceptions to the cap.

Committee also asked about how the Council ensures pay equity. Every three years the Council must submit data to the state showing gender pay equity. When establishing salary offers for new candidates, education and experience is considered. In addition, salary comparisons are made with current incumbents to avoid creating inequitable pay situations. The Council has a process to address pay inequities.

Motion was offered by Lilligren and seconded by Lee.

Management Committee

Meeting date: December 8, 2021

For the Metropolitan Council meeting of December 22, 2021

Subject: Non-Represented Plan changes

District(s), Member(s): ALL

Policy/Legal Reference: Minn. Statute 473.129, Subd. 2

Staff Prepared/Presented: Marcy Syman, Director of Human Resources, 651-602-1417

Division/Department: Regional Administration/Human Resources

Proposed Action

That the Metropolitan Council approves the Non-Represented Plan changes effective December 25, 2021, incorporating the revisions summarized below.

Background

The Non-Represented Plan covers approximately 400 employees who are not covered by the provisions of a collective bargaining agreement.

The plan includes staff in clerical/administrative/technical, senior staff/managerial and executive classifications in Environmental Services, Regional Administration and Metro Transit.

Rationale

The Non-Represented Plan is reviewed on an annual basis to reflect necessary changes and update compensation.

Non-Represented Plan summary of revisions for 2021:

Section 10: Salary Administration

- *10.2 Salary Rates and Limits:* Indicates a 2% general increase of the compensation grid resulting in a 2% general increase for Non-Represented employees in Step 4 through Step 8; Step increase if performance achieves expectations.
- *10.3 Performance-based Salary Increases for Employees Between Step 9 and Range Maximum:* Indicates 2% general increase and a performance-based increase pool of 1.5%.

Appendix B: Non-Represented Job Classifications and Salary Grades

- Updates positions by removing outdated titles and adding new titles.

Appendix C: Non-Represented Salary Grades

- Updates salaries for Grades A – M to reflect a 2% grid increase.
- Updates executive salary grades to reflect an increase in the local government salary cap for 2022.

Thrive Lens Analysis

Stewardship – As this plan falls within the financial parameters established by the council for managing labor costs, the plan demonstrates efficient and effective management of public financial resources.

Prosperity – The plan represents fair and reasonable total compensation and demonstrates the Council's commitment to invest in its employees.

Funding

The recommended salaries increases are within the 2022 adopted operating budget and are consistent with the parameters established by the Management Committee for represented bargaining units.

Known Support / Opposition

None known