City of West Allis

Legislation Details (With Text)

File #:	R-2017-0046	**Version:** 1	
Type:	Resolution	**Status:**	Adopted
File created:	3/7/2017	**In control:**	Administration and Finance Committee (INACTIVE)
On agenda:	3/7/2017	**Final action:**	4/18/2017
Title:	Resolution to approve: (1) the classification and compensation plan for non-represented employees and (2) the guidelines for the implementation of the new classification and compensation plan.		
Sponsors:	Administration and Finance Committee (INACTIVE)		
Indexes:			
Code sections:			
Attachments:	1. Attachment 1 - Pay Plan, 2. Appendix 1 - Updated - Pay Plan April, 2017, 3. R-2017-0046 signed, 4. Salary Schedule.Final Clean Version		

Date	Ver.	Action By	Action	Result
4/20/2017	1	Mayor	Signed/Enacted	
4/18/2017	1	Common Council	Adopted	Pass
4/10/2017	1	Administration and Finance Committee (INACTIVE)		Pass
3/8/2017	1	Administration and Finance Committee (INACTIVE)	Held	
3/7/2017	1	Common Council		

Resolution to approve: (1) the classification and compensation plan for non-represented employees and (2) the guidelines for the implementation of the new classification and compensation plan.

WHEREAS, the City of West Allis Common Council approved Resolution R-2016-0135 authorizing the City Administrator to enter into a professional service agreement with Carlson Dettmann Consulting, LLC for services including the development of a new classification and compensation plan ("pay plan"); and

WHEREAS, the Committee of the Whole of the Common Council reviewed the executive summary and recommendations for implementation of the new pay plan on February 13, 2017, and provided consensus for staff to identify necessary steps and recommendations to implement the pay plan, subject to review by the Administration and Finance Committee and Common Council; and

WHEREAS, the implementation of the new pay plan requires consultation with Department Heads, approval of the pay plan and implementation guidelines, approval of the appeals process, approval of a pay for performance system, approval of a plan for continued job evaluation services, approval of policy updates, staff training, modifications to various software systems including Payroll, HRIS, and related timekeeping systems, and other administrative changes; and

WHEREAS, approval of the pay plan and implementation guidelines includes adopting the pay plan as proposed and as attached (Attachment 1), and providing for a one-time, non-base building payment to non-represented employees of 1% in lieu of any cost of living adjustment in 2017; and

WHEREAS, the pay plan must be adopted in order to provide an appeal process for employees; and

WHEREAS, the play plan must be adopted in order to implement an associated employee development/pay for performance system.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of West Allis that the pay plan is hereby adopted and approves the following:

1) PAY SCHEDULE.

   The pay schedule for Non-Represented Employees, commencing on June 3, 2017, is as noted in Attachment 1.

2) IMPLEMENTATION GUIDELINES.

   a.   Employees currently paid below their pay range control point will be placed in the step closest to and higher than their current rate; all other employees remain at their current rate of pay.

   b.   The pay schedule does not include the 2% incentive pay for being a West Allis resident. However, employees residing in the City of West Allis shall receive a 2% resident incentive pay pursuant to Policy 1424.

   c.   All non-represented employees shall receive a one-time, non-base building payment equivalent to 1% of their current annual pay as of the date of April 1, 2017.

      1. This payment shall be made as soon as practical after April 17, 2017.
      2. No payments shall be made to those employees who are not employed with the City of West Allis on April 1, 2017.

BE IT FURTHER RESOLVED that the City Administrator, Finance Director, and Human Resource Director are authorized and directed to take appropriate action to implement such.

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