

STAFF REPORT

TO: SBCAG Executive Committee

SUBJECT: SBCAG Compensation and Benefits Study

MEETING DATE: March 3, 2008 **AGENDA ITEM:** 4 A

STAFF CONTACT: Jim Kemp, Bob Perkins

RECOMMENDATION:

1. Meet with consultant, Steve Schinnerer to review Total Compensation Study findings and recommendations.
2. Consider recommendations to SBCAG board

DISCUSSION:

SBCAG is currently moving forward with a study authorized by the board to evaluate the compensation/benefits package for each SBCAG position and to develop findings and recommendations regarding changes needed to ensure that the agency provides fair and competitive salaries and fringe benefits necessary to recruit and retain qualified staff. The last Compensation and Benefits Study was completed in 2002.

The SBCAG Executive Committee has met twice previously to discuss and provide direction on the study. In June 2007, the committee reviewed and authorized distribution of an RFP for the SBCAG Compensation and Benefits Study. Steve Schinnerer was selected to complete the study and a contract was executed with a budget of \$14,600.

In October 2007, the committee met with Steve Schinnerer and staff to review the scope and methodology for completing the study. The committee discussed and agreed on the agencies that would be included in the salary and benefits survey.

The study has been completed and Mr. Shinnerer will attend the committee meeting to present the study findings and recommendations and to answer questions.

Staff will then discuss preliminary recommendations for implementing the salary/benefit adjustments and SBCAG board policies for implementing annual salary adjustments. Staff is seeking input from the committee on these recommendations. If there is agreement, it is proposed that the study and implementation recommendations be presented to the full board in closed session at the March 20 meeting. Any actions by the board would need to be adopted in open session at a subsequent meeting.