Program #72050 - Central HR Classification & Compensation | FY 2025 Adopted

Department: County Management **Program Contact:** Travis Brown

Program Offer Type: Operating **Program Offer Stage:** Adopted

Related Programs:

Program Characteristics:

Executive Summary

Central Human Resources (HR) Classification & Compensation (Class Comp) Unit provides pay and classification structures necessary for the County to offer competitive pay and appealing career paths. Class Comp provides the pay and job profile frameworks that facilitate external competitiveness, ensure internal equity, promote employee retention, and support career growth. The team identifies and analyzes job duties and qualifications that define the scope and complexity of work performed. It also researches labor market pay data in support of all unions and management job profiles for the most accurate indicator of prevailing wages and salaries for comparable jobs.

Program Description

Class Comp aligns practices with County organizational values of safety, trust, and belonging by acting as a neutral function, following procedures established by county code, personnel rules, and collective bargaining agreements to review requests from a centralized perspective. Giving employees the opportunity to have their position reviewed in the reclassification process helps to ensure equity among how positions are classified and compensated.

Class Comp impacts a large percentage of the total County workforce by ensuring positions are allocated at the appropriate level, job profiles are written accurately, and that compensation within our job profile structure is competitive with the public sector market. These efforts ensure equitable work assignments and compensation, which ultimately result in processes that are consistent with the Oregon Equal Pay Act.

Program outcomes are measured for Class Comp based on the number of positions impacted by classification and/or compensation studies, new positions classified, and positions reclassified. Reclassifications and studies directly impact our current workforce and new positions allow for the County to hire staff needed to deliver more effective and new services to the public.

Performance Measures

Measure Type	Performance Measure	FY23 Actual	FY24 Budgeted	FY24 Estimate	FY25 Target
Output	Number of positions reviewed as a result of class/comp studies.	1,247	1,100	1,552	1,447
Outcome	Percent of total positions reclassed, revised, updated.	32.1%	29.8%	35%	35%
Output	Number of positions reviewed as a result of individual requests.	594	600	525	525

Performance Measures Descriptions

Output/Outcome measures alignment to job market factors and the inability to fill vacancies and/or impact on essential public services.

Legal / Contractual Obligation

Federal, state, local laws, rules, and regulations covering wage and hour, discrimination, harassment, labor relations, privacy, employment at will, hiring, defamation, Uniformed Service Employment and Re-employment Rights Act, Health Insurance Portability & Accountability Act and other employment related issues. Thirteen labor agreements necessitate contract compliance regarding rates of pay, hours of work, fringe benefits and other matters pertaining to employment.

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Adopted General Fund	Adopted Other Funds
Program Expenses	**2024**	**2024**	**2025**	**2025**
Personnel	$611,489	$0	$737,815	$0
Contractual Services	$5,000	$0	$5,000	$0
Materials & Supplies	$15,840	$0	$15,060	$0
Internal Services	$5,660	$0	$1,370	$0
Total GF/non-GF	**$637,989**	**$0**	**$759,245**	**$0**
Program Total:	**$637,989**		**$759,245**	
Program FTE	3.00	0.00	4.00	0.00

Program Revenues				
Total Revenue	**$0**	**$0**	**$0**	**$0**

Explanation of Revenues

This program is supported by the General Fund.

Significant Program Changes

Last Year this program was: FY 2024: 72050 Central HR Classification & Compensation

Through general fund reallocation within existing resources, 1.00 FTE was added in order to sustain workload levels and meet growing needs of the program substantiated by several years of performance measures significantly higher than historical data.