

# FAQ's – AFSCME Market Review Process

## **What is a comprehensive market study?**

During the past contract negotiations, it was agreed that a market review based on mutually agreed upon benchmark classifications would be completed during 2017. For the purposes of this market study our consultant, Trupp HR, will review the benchmark classification descriptions provided by the City and compare them with classification descriptions from comparable jurisdictions in order to identify classifications that can be used as a compensation benchmark for the City's job classifications.

## **Which classifications will be reviewed in the market study?**

All existing regular AFSCME classifications will be included in the market study by using agreed upon benchmarks. You can find the list of benchmarks [here](#). Recreation Activity Employees (RAEs), and managerial exempt employees are not included in this review. It is important to note that the market study looks at classification specifications, not people in the positions.

## **What is the general process for conducting the study?**

A key assumption of the study is that existing job classifications are accurate. The scope of the study does not include reviewing and updating each job classification. Based on existing job descriptions, the Union and the City have agreed to group certain classifications together for the market study process because the work is generally similar or related. Within these groupings, a "benchmark" classification has been selected to represent the salary to be used for comparison for the entire group. The results of the market study would then apply to the entire grouping.

## **What are the agreed upon comparable jurisdictions?**

The City and the Union have agreed to a list of nine jurisdictions be used to compare compensation, which includes:

- Lane County
- City of Springfield
- City of Salem
- Marion County
- City of Hillsboro
- City of Beaverton
- Clackamas County
- City of Gresham
- City of Portland – WITH geographic differential applied

It was agreed upon that at least 5 matches were needed to constitute a sufficient market and that AFSCME and the City would work through reviews that did not have a sufficient market to determine an alternate market, plan, etc.

## **What does geographic differential mean?**

When utilizing the City of Portland as a comparable, a geographic adjustment will be utilized that considers the cost of labor for this market. The geographic adjustment for the City of Portland will be 5%. In application, this means that comparables utilized from the City of Portland will be adjusted down by 5% to account for the geographic differential.

## **What are some important dates for the comprehensive market study?**

The study began last fall with the selection of a consultant to conduct the market review. The City and the Union have been working together with the consultant on various aspects of the study. The review is in process and draft results should be made available as the work progresses. The market study should be concluded in the July/August timeframe. Please note that per the bargaining agreement any changes to compensation would be effective July 1, 2017.

## **What are the expected outcomes of the market study?**

It is expected that existing AFSCME classifications will be compared to an agreed upon market using various methodologies to compare salaries to comparable agreed upon organizations. If the market review demonstrates that a classification is more than 5% but less than 10% below market based on the market median, it will be adjusted by one salary grade. If the market review demonstrates that a classification is more than 10% below market, the City will make every effort to implement pay adjustments in fiscal year 2018. However, based on overall budget impact, the City may implement the salary adjustments using a "least cost" method dependent on overall budget impact, wherein the classification will be adjusted by one salary grade effective July 1, 2017, and by any additional salary grade(s) effective July 1, 2018.

## **Who is involved in steering the market study?**

**City of Eugene HR:** Keri Beraldo and Kathryn Butler

**AFSCME Local 1724:** Cindy Koehler and Dal Ollek

**Oregon AFSCME:** Jim Steiner and Robert Glase

**Project Consultant:** Trupp HR, Inc.

## **What if my classification is not accurate or up to date?**

In reaching an agreement to conduct a comprehensive study, the bargaining team agreed that updating every classification was not going to be possible. However, if you feel your classification description is significantly out of date, please talk to your Union representative.

