

June 18, 2019

MEMO TO: MINOT CIVIL SERVICE COMMISSION
Connie Stauffer
Becky Nelson
Kolette McDonald

FROM: LISA JUNDT, CLERK OF COMMISSION

RE: AGENDA FOR Monday, June 22, 2020 AT 10:00 AM –
Council Chambers – 2nd Floor City Hall

1. Presentation of the Proposed 2021 Annual Pay and Classification Plan for the City of Minot

The Commission will take public comment on the proposed 2021 Annual Pay and Classification Plan at this meeting.

Included is a copy of the proposed 2021 Compensation Plan for the City of Minot. The next step in the Annual Plan process for the plan is then to be forwarded to the City Council for confirmation as submitted, or for modification and confirmation as part of the Annual Budget process.

As part the plan preparation process, information has been gathered to survey the market area for any changes in salaries for the benchmark positions by extracting salary survey data on specific benchmark job classes from municipalities and counties in the designated North Central portion of the United States.

Based on the information provided in the various markets, and internal statistical information regarding recruitment and retention, the proposed plan recommends changes in range for various positions and recommendations regarding its annual maintenance and implementation.

Highlights of the plan will be reviewed at this meeting.