

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002**

**PROPOSED RESOLUTION APPROVING REVISIONS TO COG SALARY RANGES
AND DEFINING POLICY FOR FUTURE SALARY RANGE ADJUSTMENTS**

WHEREAS, the Metropolitan Washington Council of Governments (COG) has an established salary structure for its employees, last reviewed in 2005; and

WHEREAS, in support of COG's desire to foster human resources programs consistent with its vision of a "world class-high performance organization," the Board of Directors previously authorized staff to conduct a yearly market-based salary study to enable COG to attract and retain high qualified staff to provide the best service to its member jurisdictions; and

WHEREAS, in 2005, after a consultant-supported study using benchmark salary data from COG member governments, major regional councils, and other Washington area non-profit associations, COG amended its salary structure to maintain market competitiveness and ensure high quality recruitment and employee retention; and

WHEREAS, this action contained two major elements: (1) adoption of a revised salary structure for Grades 1-15 (minimum and maximum compensation for each grade), and (2) provided a two percent structural adjustment for all eligible employees, effective July 1, 2005 for employees hired on or before that date; and

WHEREAS, as part of the 2005 salary study, the Board authorized COG to purchase software and other administrative tools as a part of its contract that would allow COG management to conduct future annual salary studies internally, limiting future consulting cost, and allowing COG to more easily maintain a market-based salary compensation system; and

WHEREAS, the market-based study for 2008 has been performed internally by COG management; as a result of the study COG management recommends an increase in salary ranges, but does not recommend a general structural increase or market rate adjustment for incumbent salaries.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS THAT:**

1. Effective July 1, 2008, COG shall increase the salary ranges by approximately 2.27% at the minimum to 7% at the maximum. As a result of these adjustments, the salary bandwidth for Grades 1 to 12 will increase from 55% to 63%; and Grades 13 to 15 from 50% to 55.7%.
2. The Executive Director is authorized to adjust the salary of the one incumbent whose current pay falls below the minimum of the new range and to make future annual recommendations consistent with the adopted policy.
