



FOLLOW UP SALARY STUDY

OBJECTIVES/BACKGROUND INFORMATION

- Conduct annual, market-based salary studies using benchmark organizations.
- Limit salary study expenses by conducting internally.
- Provide flexibility to management and ensure oversight by the Employee Compensation and Benefits Review Committee and COG Board of Directors.



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BENCHMARK DATA

Salary study of COG positions using local, regional and national benchmark data

- Accountant/Budget Analyst
- Accounting Spec. II
- Admin Asst I
- Admin Asst II
- Admin Asst III
- Engineer II
- Engineer III
- Engineer IV
- Director A
- Director B
- Director C
- Executive Secretary
- HR Analyst II
- Info Systems Manager A
- Legal Asst/Clerk to Board
- Manager A
- Planner I
- Planner II
- Planner IV
- Principal Engineer/Technical Manager
- Receptionist/Secretary
- Senior Budget Analyst
- Sr. Analyst - GIS



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SURVEY TARGET ORGANIZATIONS

Local Government Personnel Association
(Over 40 local jurisdictions in the Washington-Baltimore region, includes COG member jurisdictions)

Local Governments/Schools/Other

- District of Columbia
- Montgomery County
- Prince George's County
- City of Alexandria
- Arlington County
- Fairfax County

State and Other Agencies

- Fairfax County Water Authority
- Washington Suburban Sanitary Commission
- Washington Metropolitan Area Transit Authority
- VDOT

Federal Government Agencies

- U.S. Government General Schedule (All)
- Board of Governors for the Federal Reserve
- U.S. Department of Homeland Security

Third Party Salary Surveys

- Human Resource Association
- Towers Perrin Management
- American Society of Association Executives
- Association Institute of Transportation Engineers
- Watson-Wyatt Middle-Management
- Economic Research Institute
- W.M. Mercer

Other Regional Councils/MPOs

- Dallas
- Los Angeles
- Denver
- San Francisco
- Boston
- Philadelphia
- North Central Texas



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FINDINGS AND RECOMMENDATIONS

- The average of COG's salary ranges is between 10 and 15 percent behind the market at the minimum, mid-point and maximum of the ranges.
- Management recommends a five (5) percent increase in salary ranges (minimum and maximum) for Grades 1-14 and two (2) percent for Grade 15.
- The proposed action modifies the salary ranges only, does not provide a market rate adjustment and does not affect incumbent salaries.
- Adjustments to salary ranges will mean that COG will provide a more market-competitive minimum salary for new hires and longer-tenured employees will have greater growth potential before they reach the maximum salary.
- The Employee Compensation and Benefits Review Committee will refine policies and responsibilities for future studies.

