Budget Officer

39. <u>Discussion and possible action to amend the current Webb County Budget and Fiscal policies to address employee position reclassifications; and any other maters incident thereto.</u>

III. EMPLOYEE COMPENSATION AND CLASSIFICATION

3.02 Procedure:

IV. Salary adjustments (Current Position, Slot & Grade): In the case of a reevaluation of a position(s) based on Changes in Duties or a market review, the
Elected Official or Department Head may seek to have that salary adjusted subject
to the Salary Review Dates below. The adjustment may be one step, or multiple
steps, but shall never exceed the steps identified in Figure 1 and/or Figure 2.
Compensation adjustments (current position, slot & grade) will be limited to salary
adjustment based on market analysis as recommended by an independent
consulting firm.

V. Any salary adjustments regarding discretionary steps must first be submitted to Human Resources for review and evaluation prior to Commissioner's Court consideration for approval.

The deadline for submission for salary changes are:

- ·February 1st for April consideration and/or approval, or
- -July 1st for Budget consideration and/or approval