



PRTC Classification and Compensation Study Update

► December 3, 2020

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Project Scope of Work

PRTC contracted with Baker-Tilly (end of March 2020) to ...

- Determine the appropriate classification of positions using a ***fair, objective*** process.
- Confirm ***market competitiveness*** within identified benchmark organizations.
- Recommend pay structures relative to market.



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Project Scope of Work

Continued ...

- ▶ Develop ***implementation plans*** that move affected employees into the new ranges.
- ▶ Provide ongoing administrative guidelines and training to enable management to maintain the new classification and compensation system ***according to best practices***.



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What has been done...

- ▶ Each staff completed a Position Analysis Questionnaire (PAQ).
- ▶ Salary Surveys from benchmark organizations.
- ▶ Salary range comparisons using reputable, industry-standard.
- ▶ A preliminary list of classifications provided to PRTC (OmniRide and VRE) for review and consideration to ensure fair and equitable relationship among positions.



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Where we are now...



- ▶ PRTC (OmniRide and VRE) is reviewing with Baker-Tilly the draft salary structures, classifications, and preliminary pay plan to identify variance between survey results and internal placement.

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What's next...



- ▶ Baker-Tilly's Final Report
 - ▶ Detailed study methodology and salary survey results.
 - ▶ Discussion of the consulting team's findings, conclusions and recommendations regarding classification, salary structure, compensation plan, estimated cost and implementation plan.
 - ▶ Schematic list of classes and the assignment of each class to a salary grade.

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What's next... *continued*



- ▶ Implementation Strategy and Staff Training
 - ▶ Implementation of job classification plan and compensation system within budget parameters.
 - ▶ Train members of the staff in the methodology used to develop, maintain and update the classification and pay plan using *SAFE*®.

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Thank you!

Becky Merriner
bmerriner@omniride.com
703-580-6166

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