




**COMMUNICATIONS PERSONNEL
 POLICY/PROCEDURE**

Policy No. 1160	Date Issued: April 21, 1994
Section: 1000 – Personnel Policies	Date Revised: February 23, 2017
Accreditation Standards:	
SUBJECT: SALARY SCHEDULES	
APPROVED: 	
Board Chairperson	

1.0 For employees covered by collective bargaining agreements, salaries shall be reviewed and set forth as part of the negotiation process and published within the Memorandum of Understanding.

2.0 For employees not covered by collective bargaining agreements, the Board of Directors will review the salaries for each position as set forth by this policy in March of each year, to be effective beginning with the first pay period in April of each year.

3.0 Effective February 27, 2016, the Control Point(s) for the following F.L.S.A. Exempt (Management) positions are established as follows:

3.1	Assistant General Manager	\$105,579.94	\$8,798.33	\$50.76
3.2	P.S. Communications Division Manager	\$87,168.02	\$7,264.00	\$41.91
3.3	P.S. Communications Systems Manager	\$87,168.02	\$7,264.00	\$41.91
3.4	P.S. Communications Operations Coordinator	\$77,281.38	\$6,440.12	\$37.15
3.5	P.S. Communications Systems Coordinator	\$77,281.38	\$6,440.12	\$37.15

3.6	P.S. Communications Operations Supervisor	\$74,361.99	\$6,196.83	\$35.75
3.7	P.S. Communications Systems Supervisor	\$74,361.99	\$6,196.83	\$35.75
4.0	Effective December 31, 2016, the Control Point(s) for the following F.L.S.A. Exempt (Management) positions are established as follows:			
4.1	Assistant General Manager	\$108,219.44	\$9,018.29	\$52.03
4.2	P.S. Communications Division Manager	\$89,347.22	\$7,445.60	\$42.96
4.3	P.S. Communications Systems Manager	\$89,347.22	\$7,445.60	\$42.96
4.4	P.S. Communications Operations Coordinator	\$79,213.42	\$6,601.12	\$38.08
4.5	P.S. Communications Systems Coordinator	\$79,213.42	\$6,601.12	\$38.08
4.6	P.S. Communications Operations Supervisor	\$76,964.66	\$6,413.72	\$37.00
4.7	P.S. Communications Systems Supervisor	\$76,964.66	\$6,413.72	\$37.00
5.0	Effective December 30, 2017, the Control Point(s) for the following F.L.S.A. Exempt (Management) positions are established as follows:			
5.1	Assistant General Manager	\$111,195.47	\$9,266.29	\$53.46
5.2	P.S. Communications Division Manager	\$91,804.27	\$7,650.36	\$44.14
5.3	P.S. Communications Systems Manager	\$91,804.27	\$7,650.36	\$44.14
5.4	P.S. Communications Operations Coordinator	\$81,391.79	\$6,782.65	\$39.13
5.5	P.S. Communications Systems Coordinator	\$81,391.79	\$6,782.65	\$39.13
5.6	P.S. Communications Operations Supervisor	\$79,850.83	\$6,654.24	\$38.39

5.7 P.S. Communications \$79,850.83 \$6,654.24 \$38.39
 Systems Supervisor

6.0 Effective February 27, 2016, the Salary Steps for the following Non- Exempt, confidential positions are established as follows:

6.1 Senior Administrative Assistant:

<u>Step</u>	<u>Hourly</u>
Step 1	\$21.52
Step 2	\$22.60
Step 3	\$23.73
Step 4	\$24.91
Step 5	\$26.16
Step 6	\$27.47
Step 7	\$28.84
Step 8 (TOP)	\$30.28

6.2 Administrative Assistant:

<u>Step</u>	<u>Hourly</u>
Step 1	\$17.71
Step 2	\$18.59
Step 3	\$19.52
Step 4	\$20.50
Step 5	\$21.52
Step 6	\$22.60
Step 7	\$23.73
Step 8 (TOP)	\$24.92

6.3 P.S. Communications Systems Technician:

<u>Step</u>	<u>Hourly</u>
Step 1	\$23.72
Step 2	\$24.90
Step 3	\$26.15
Step 4	\$27.46
Step 5	\$28.83
Step 6	\$30.27
Step 7	\$31.79
Step 8 (TOP)	\$33.37

6.4 P.S. Communications Senior Systems Technician:

<u>Step</u>	<u>Hourly</u>
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Step 1	\$28.29
Step 2	\$29.70
Step 3	\$31.19
Step 4	\$32.75
Step 5	\$34.39
Step 6	\$36.11
Step 7	\$37.91
Step 8 (TOP)	\$39.81

6.5 P.S. Communications Intern:

<u>Step</u>	<u>Hourly</u>
Step 1	\$11.74

7.0 Effective December 31, 2016, the Salary Steps for the following Non- Exempt, confidential positions are established as follows:

7.1 Office Supervisor

<u>Step</u>	<u>Hourly</u>
Step 1	\$26.09
Step 2	\$27.39
Step 3	\$28.76
Step 4	\$30.20
Step 5	\$31.71
Step 6	\$33.30
Step 7	\$34.96
Step 8 (TOP)	\$36.71

7.2 Senior Administrative Assistant:

<u>Step</u>	<u>Hourly</u>
Step 1	\$21.74
Step 2	\$22.82
Step 3	\$23.97
Step 4	\$25.16
Step 5	\$26.42
Step 6	\$27.74
Step 7	\$29.13
Step 8 (TOP)	\$30.59

7.3 Administrative Assistant:

<u>Step</u>	<u>Hourly</u>
Step 1	\$17.88
Step 2	\$18.78
Step 3	\$19.72
Step 4	\$20.70
Step 5	\$21.74
Step 6	\$22.83
Step 7	\$23.97
Step 8 (TOP)	\$25.16

7.4 P.S. Communications Geographic Information System Technician:

<u>Step</u>	<u>Hourly</u>
Step 1	\$24.31
Step 2	\$25.53
Step 3	\$26.80
Step 4	\$28.14
Step 5	\$29.55
Step 6	\$31.03
Step 7	\$32.58
Step 8 (TOP)	\$34.21

7.5

7.6 P.S. Communications Systems Technician:

<u>Step</u>	<u>Hourly</u>
Step 1	\$24.31
Step 2	\$25.53
Step 3	\$26.80
Step 4	\$28.14
Step 5	\$29.55
Step 6	\$31.03
Step 7	\$32.58
Step 8 (TOP)	\$34.21

7.7 P.S. Communications Senior Systems Technician:

<u>Step</u>	<u>Hourly</u>
Step 1	\$29.00
Step 2	\$30.45
Step 3	\$31.97
Step 4	\$33.57
Step 5	\$35.25
Step 6	\$37.01
Step 7	\$38.86

Step 8 (TOP) \$40.80

7.8 P.S. Communications Intern:

Step **Hourly**

Step 1 \$11.86

8.0 Effective December 30, 2017, the Salary Steps for the following Non- Exempt, confidential positions are established as follows:

8.1 Office Supervisor

Step **Hourly**

Step 1 \$26.35

Step 2 \$27.67

Step 3 \$29.05

Step 4 \$30.50

Step 5 \$32.03

Step 6 \$33.63

Step 7 \$35.31

Step 8 (TOP) \$37.08

8.2

8.3 Senior Administrative Assistant:

Step **Hourly**

Step 1 \$21.95

Step 2 \$23.05

Step 3 \$24.20

Step 4 \$25.42

Step 5 \$26.69

Step 6 \$28.02

Step 7 \$29.42

Step 8 (Top) \$30.89

8.4 Administrative Assistant:

Step **Hourly**

Step 1 \$18.06

Step 2 \$18.97

Step 3 \$19.91

Step 4 \$20.91

Step 5 \$21.96

Step 6 \$23.05

Step 7 \$24.21

Step 8 (TOP) \$25.42

8.5 P.S. Communications Geographic Information System Technician:

<u>Step</u>	<u>Hourly</u>
Step 1	\$24.98
Step 2	\$26.23
Step 3	\$27.54
Step 4	\$28.92
Step 5	\$30.36
Step 6	\$31.88
Step 7	\$33.48
Step 8 (TOP)	\$35.15

8.6

8.7 P.S. Communications Systems Technician:

<u>Step</u>	<u>Hourly</u>
Step 1	\$24.98
Step 2	\$26.23
Step 3	\$27.54
Step 4	\$28.92
Step 5	\$30.36
Step 6	\$31.88
Step 7	\$33.48
Step 8 (TOP)	\$35.15

8.8 P.S. Communications Senior Systems Technician:

<u>Step</u>	<u>Hourly</u>
Step 1	\$29.79
Step 2	\$31.28
Step 3	\$32.85
Step 4	\$34.49
Step 5	\$36.22
Step 6	\$38.03
Step 7	\$39.93
Step 8 (TOP)	\$41.92

8.9 P.S. Communications Intern:

<u>Step</u>	<u>Hourly</u>
Step 1	\$11.98