

Government Services Committee
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History of Development & Changes to Classification System

- 1974-75
 - Executive Order (Gov Link) & subsequent statute – NDCC 54-44.3
 - “. . . establish a unified system of personnel administration . . . governing the position classification, pay administration, of its employees.”
 - Implemented a Consultant “Whole Job” Based Classification Plan

- 1982
 - Developed “North Dakota Class Evaluation System” – CPD Staff
 - Defined Levels of Job Factors – Resulting Point Value
 - Knowledges & Skills
 - Complexity
 - Accountability

- 1987
 - SCR 4016 Study of Classification System
 - Audit of ND’s Classification and Compensation Plans – Booz-Allen Hamilton
 - Findings stated “no evidence of overt bias in the system or in its implementation.”

- 1999
 - Internal Update to the Compensation Plan
 - Revised Grade/Range structure from 45 grades incremented 5% to 20 grades incremented 10%
 - Initiated Practice of Re-calculating Ranges Targeting Midpoints at 95% of Average Market

Classification & Compensation System Overview

North Dakota Class Evaluation System:

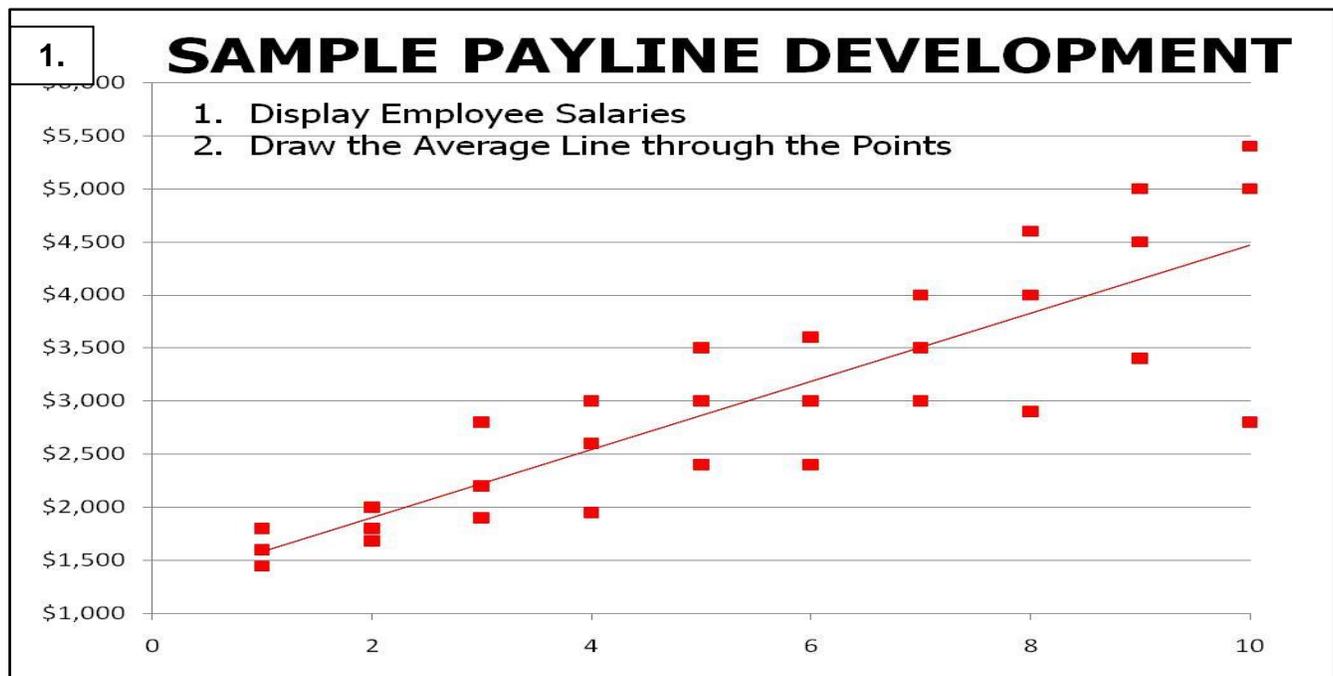
- Consistent, quantified process to value each job
- Determines relative value of each job based on a sample of benchmark jobs
- Flexibility exists to recognize severe market disparities

Knowledge & Skills

TECHNICAL KNOWLEDGE		INTERPERSONAL SKILLS					
<p>LEVEL 1: Knowledge of the processes, procedures, and methods needed to perform duties involving routine or repetitive occurrences requiring KSA's generally acquired and developed through OJT with little or no previous experience. (TK1)</p> <p>LEVEL 2: Knowledge of the processes, procedures, and methods needed to perform duties involving some routine or repetitive occurrences requiring KSA's generally acquired and developed through some formal education, training, and/or relevant work experience. (TK2)</p> <p>LEVEL 3: Knowledge of the processes, procedures, and methods needed to perform duties requiring some specialized KSA's generally acquired and developed through formal education, training, and/or relevant experience in duties very similar in type and complexity. (TK3)</p>	<p>DEGREE 1: COMMON COURTESY - No need to influence others in carrying out assignments. (IP1)</p> <p>DEGREE 2: MODERATE DEGREE - Involves interplay where common courtesy and effectiveness in dealing with people is not sufficient to satisfactorily perform the job. (IP2)</p> <p>DEGREE 3: HIGH DEGREE - Ability to motivate, persuade, or convince others and/or change own behavior. (IP3)</p>						
MANAGERIAL BREADTH		MANAGERIAL BREADTH					
<p>DEGREE A: Management does not exist or is limited in scope. (MEA for 2)</p> <p>DEGREE B: Management of persons involved in activities of the same or a similar nature seeking fulfillment of a single objective, or provides specialized consultative services to managers. (MEB 2 or 1)</p> <p>DEGREE C: Management of persons involved in activities of diversified functions seeking fulfillment of a single or closely related objective(s). (MEC)</p>		A			B		
		1	2	3	1	2	3
		25	29	33	33	38	43
T	LEVEL 1	29	33	38	38	43	50
E		33	38	43	43	50	57
C		33	38	43	43	50	57
H	LEVEL 2	38	43	50	50	57	66
N		43	50	57	57	66	76
J		43	50	57	57	66	76
C	LEVEL 3	50	57	66	66	76	87
A		57	66	76	76	87	101
L		57	66	76	76	87	101
K	LEVEL 4	66	76	87	87	101	116
		76	87	101	101	116	133

Compensation – Salary Survey Analysis

- Relevant Employment Market
 - Local, Regional, National
- Job Service Local Labor Market Information – Grades 1-10
- Central States Compensation Association – Grades 11-20
 - 26 States exchanging Market Data & Compensation Information
 - ND Market - CO, IA, KS, MN, MO, MT, NE, OK, SD, WY
- Fringe Benefits
- Payline Comparisons



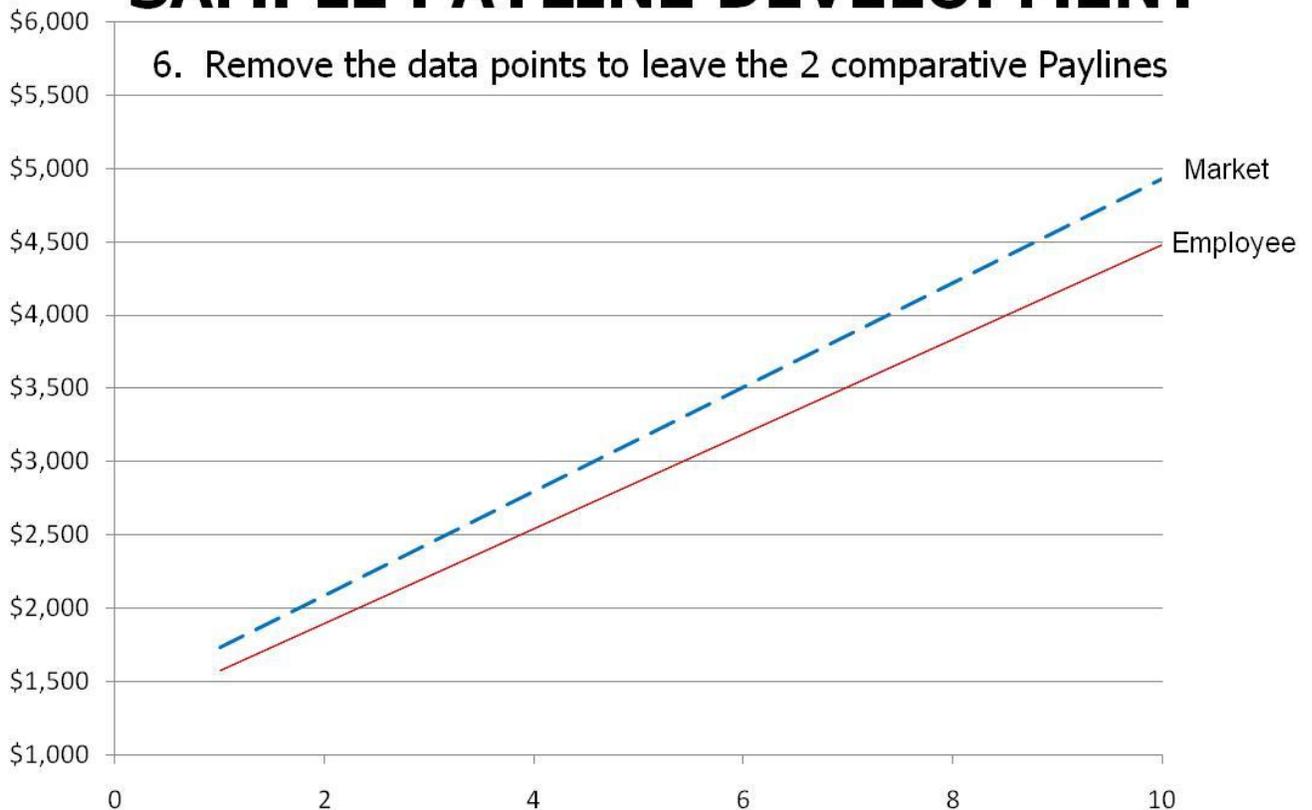
2.

SAMPLE PAYLINE DEVELOPMENT



3.

SAMPLE PAYLINE DEVELOPMENT



2008 Paylines (actual)

