

Form Number 500

Agency Adjustment Summary

State of Nebraska - Administrative Services - Budget Division

	PAGE NUMBER
	CODE & DESCRIPTION
AGENCY	77 Comm. Of Industrial Relation

EXPENDITURE ACCOUNT	ADJUSTMENTS	
	2007-2008	2008-2009
Permanent F.T.E. Positions		
511100 Permanent Salaries - Wages	3,977	16,303
511200 Temporary Salaries - Wages		
511600 Per Diem Payments		
511900 Supplemental (One-time payments)		
All Other Salaries		
Sub-Total Salaries	3,977	16,303
515100 Retirement Plans Expense	299	1,222
515200 OASDI Expense	304	1,248
515400 Life and Accident Insurance Expense		
515500 Health Insurance Expense		
All Other Personal Services		
Sub-Total Benefits	603	2,470
510000 Personal Services	4,580	18,773
520000 Operating Expenses		
570000 Travel Expenses		
580000 Capital Outlay		
590000 Government Aid		
Total Expense	4,580	18,773
Means of Financing		
General Fund	4,580	18,773
Cash Fund		
Federal Fund		
Revolving Fund		
Total Funding	4,580	18,773

Note: In the blank lines under Operating Expenses, itemize individual line items that comprise a significant portion of the Total Operating Expenses.

Program Adjustment Narrative

	CODE	DESCRIPTION
AGENCY	77	Comm. Of Industrial Rel
PROGRAM	531	Administration
REQUEST	7753101	

State of Nebraska – Administrative Services – Budget Division

Provide the following information: A) Description of Request; B) Rationale for Request; C) Impact of Request; and, D) Statutory Change if Required.

A. Description of Request: The Commission is requesting an additional appropriation of \$23,353 to be used to increase the salaries of the staff of the Commission. Salaries for staff members are consistently falling behind comparable salaries for other employees of the state, doing comparable jobs.

B. Rationale for Request: An informal study conducted by the Commission, using the standards that the Commission uses in determining comparability for other public entities, shows that the three employees are significantly below comparability.

1. Clerk/Administrator: Currently the Clerk/Administrator, who is the executive director of the agency and has 8.5 years with the agency, is paid \$46,042 as of July 1, 2007. The study used six State agencies, all of whom fall into the “one-half to twice the size” rule used by the Commission in determining comparability, showed that the mean (average) salary of the six directors was \$59,940, the median (middle) salary was \$60,000, which makes the midpoint salary \$59,970. These six agencies all have either 2 or 3 employees, as compared to 3 for the Commission. The six agencies used were the Wheat Board, the Mexican-American Commission, the Real Estate Appraiser Board, the Indian Affairs Commission, and the Power Review Board. The Commission also looked at the City of Lincoln where upper level manager are paid \$61,228 to \$119,394; Lancaster County, where the Clerk of the District Court is paid \$71,575 and the Deputy Clerk is paid \$67,996; and a study done by ALRA (Association of Labor Relations Agencies) showed average salaries of executive directors ranging from \$75,000 to \$91,750. The Commission has approved increasing her salary to \$53,000 as of April 1, 2008, if an appropriation is approved.

2. Legal Counsel/Deputy Clerk: While this position is outside of a state bargaining unit, it is generally compared to an Attorney II. The current legal counsel, who has been with the agency nearly 7 years, is being paid \$45,587 as of July 1, 2007. In the state classified system, the minimum rate is \$43,814, the mid-point rate is \$51,116, and the maximum rate is \$60,505. In the recent Special Master case, the Special Master determined that the position of Attorney II was not being paid comparably, and ordered the wage range increased by 7.5%, even though the ranges were under comparability by 21.6% at the minimum and 17.3% at the maximum. The range for 2007-2008 is currently \$47,694 minimum and \$66,664 maximum. These ranges will be increased another 7.5% for 2008-2009. In the City of Lincoln, pay for an Attorney II is \$61,228 minimum and \$119,394 maximum; in Lancaster County minimum is \$60,441 and maximum is \$92,728; the ALRA study showed that the average salary range for general counsels was \$71,250 to \$102,750. The Commission has approved increasing her salary to \$52,500 as of April 1, 2008, if an appropriation is approved.

3. Administrative Assistant: This position was previously a Secretary II. The Commission recently upgraded this position to an Administrative Assistant I, to reflect the additional responsibility that has been assigned to the position. While an upgrade of this kind could result in a salary increase of from 7.5% to 10% in the classified system, this increase was not possibly due to the constraints of the current appropriation for permanent salaries. The current employee, who has been employed in the position for 7 years, is being paid \$27,821 as of July 1, 2007. The current minimum rate for Administrative Assistant I is \$28,626, the midpoint rate is \$33,399, and the current maximum rate is \$39,532. The Commission has approved increasing her salary to \$29,856 as of April 1, 2008 if an appropriation is approved.

C. The impact of the request would be to bring the level of salaries for the employees closer to the comparability, which is necessary in order to retain the kind of quality employee that is needed in order to operate the agency in an effective and timely manner. Cases brought to the Commission often deal with working conditions, wages, and benefits for other public employees, such as city, county, or school employees. These citizens deserve the best possible attention to these issues that are very important to them. The Commission strives to provide the kind of service that these workers deserve. In order to do that, we need to be able to attract and keep quality employees by offering them comparable wages.

D. This request would require no change to current statute.

Form Number 520

Program Adjustment Request

State of Nebraska - Administrative Services - Budget Division

PAGE NUMBER

CODE & DESCRIPTION

AGENCY 77 Comm. Of Industrial Relati

PROGRAM 531 Administration

REQUEST 7753101

EXPENDITURE ACCOUNT	APPROPRIATIONS		ADJUSTMENTS	
	2007-2008	2008-2009	2007-2008	2008-2009
Permanent F.T.E. Positions				
511100 Permanent Salaries - Wages	119,450	122,536	3,977	16,303
511200 Temporary Salaries - Wages				
511600 Per Diem Payments	89,300	89,300		
511900 Supplemental (One-time payments)				
All Other Salaries				
Sub-Total Salaries	208,750	211,836	3,977	16,303
515100 Retirement Plans Expense	9,373	9,522	299	1,222
515200 OASDI Expense	12,722	13,009	304	1,248
515400 Life and Accident Insurance Expense	69	69		
515500 Health Insurance Expense	38,601	42,460		
All Other Personal Services	1,572	1,572		
Sub-Total Benefits	62,337	66,632	603	2,470
510000 Personal Services	271,087	278,468	4,580	18,773
520000 Operating Expenses	43,258	44,743		
570000 Travel Expenses	10,725	10,725		
580000 Capital Outlay				
590000 Government Aid				
Total Expense	325,070	333,936	4,580	18,773
Means of Financing				
General Fund	325,070	333,936	4,580	18,773
Cash Fund				
Federal Fund				
Revolving Fund				
Total Funding	325,070	333,936	4,580	18,773

Note: In the blank lines under Operating Expenses, itemize individual line items that comprise a significant portion of the Total Operating Expenses.