



## AZ COMPENSATION NETWORK

April 2018  
ADOA C/C Team

# Agenda

- Introductions
- Update on “Communications Site”
- Case Study Part I - Classification
- Review Results
- Case Study Part II - Compensation
- Review Results
- May Meeting request



# Introductions





# Communications



# Vision, Mission, Goals, Strategy

## Vision

Respected HUB of compensation knowledge to define, apply and disseminate information about state compensation

## Mission

Share Knowledge  
Problem Solving  
Language Standardization  
Consistency  
Compliance  
Competitiveness (Market Intelligence)  
Communication/Network  
Communication (Employees/Supervisors)  
Communication with all agencies  
Education & Communication for Exec Leadership  
Tools & Resources  
Best Practices

# Vision, Mission, Goals, Strategy

## Goals

Discuss Hiring \$ and Compression  
Increase Knowledge  
Best practices in AZ State Gov. (What are other agencies doing?)  
Establish repository of actionable data analytics  
Incentives vs raises  
Come up with Standards (Specifically, characteristics that should be considered when considering compensation)  
Complete Classification PD project (BRING It to the group)  
Review guidelines and compare to state law (Explain to lawmakers to make \$ changes)  
Make it easier (simplify)  
Standard Work

## Strategy

Meetings (Education for agency staff with C&C duties)  
Technology (including contact information, reporting of knowledge & resources)  
Establish baseline of knowledge (glossary, tools, comp basics, bulletin board, communications, online resource?)  
Comprehensive training for new class/comp HR professionals  
We need more compensation training for people who have worked here a long time too  
Provide examples of other agency processes that work  
"Database" to access with facts and figures-similar position information



# Glossary



# Anecdata

anecdotal evidence based on personal observations or opinions, random investigations, etc., but presented as fact: *biased arguments supported by anecdata*.





# Case Study

## Classification-Part I



# Case Study

## Classification-Part 2



# Case Study

## Compensation-Part 1

# Review Administrative Assistant

	Base Salary				Total Cash				Aging Factor	Adj	Geo	Wgt	Participation Match	Comments
	25th	50th	Avg	75th	25th	50th	Avg	75th						
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive (43-6014) Bureau of Labor Statistics Occupational Employment Statistics, 2016 U.S.; Cross-industry; Federal, State, and Local Government and Private Sector; Group: Detail cos, 2295510 ees, USD, eff 2016-05-01	26,220	33,418	34,684	42,151					1.066	0.9	1	1	<input checked="" type="checkbox"/>	-10% for Level
Administrative Assistant I (20100) CompData Not-For-Profit - West, 2017 All Other Industries - West Region; Org Wgtd 611 cos, 2850 ees, USD, eff 2017-01-01	37,845	41,923	42,759	46,104	37,845	42,132	43,177	47,150	1.045	1	1	1	<input checked="" type="checkbox"/>	
Administrative Assistant (4003) ERI Salary Assessor (AZ Dept. of Admin), 2015 All Industries - Diversified; Phoenix, Arizona; Level 1 cos, ees, USD, eff 2015-04-01	36,149	39,416		43,604					1.101	1	1	1	<input checked="" type="checkbox"/>	
Administrative Assistant - Entry (220.108.430) 2016 Mercer Benchmark Database All Orgs 613 cos, 11186 ees, USD, eff 2016-03-01	35,662	41,672	40,138	45,964					1.072	1	1	1	<input checked="" type="checkbox"/>	
Administrative Assistant (1.04) Milliman Arizona Compensation Survey, 2017 All Participants; Org Wgtd 52 cos, 984 ees, USD, eff 2017-03-01	34,678	38,825	40,485	45,715	34,678	38,825	40,893	47,861	1.040	0.9	1	1	<input checked="" type="checkbox"/>	-10% for Level
<b>Overall Averages</b>	34,111	39,051	39,517	44,708	36,262	40,478	42,035	47,505						

# Review Administrative Assistant

Schedule	Grade	Annual Min	Annual Mid	Annual Max
AREG	7	\$16,224.00	\$22,910.78	\$29,597.57
AREG	8	\$18,614.54	\$24,866.82	\$31,118.88
AREG	9	\$19,517.26	\$26,042.64	\$32,567.81
AREG	10	\$20,387.33	\$27,174.78	\$33,962.24
AREG	11	\$20,632.98	\$28,195.02	\$35,757.07
AREG	12	\$21,890.13	\$29,879.82	\$37,869.31
AREG	13	\$23,190.75	\$31,627.44	\$40,063.92
AREG	14	\$24,551.49	\$33,450.56	\$42,349.63
AREG	15	\$25,507.87	\$35,201.09	\$44,894.30
AREG	16	\$27,110.93	\$37,903.42	\$48,695.92
AREG	17	\$29,008.10	\$40,523.81	\$52,039.52
AREG	18	\$31,110.14	\$43,436.64	\$55,762.93



# Case Study

## Compensation-Part 2

# Review Time Computation Technician

	Base Salary				Total Cash				Aging Factor	Adj	Geo	Wgt	Participation Match	Comments
	25th	50th	Avg	75th	25th	50th	Avg	75th						
File Clerks (43-4071) Bureau of Labor Statistics Occupational Employment Statistics, 2016 Arizona; Cross-industry; Federal, State, and Local Government and Private Sector; Group: Detail cos, 2690 ees, USD, eff 2016-05-01	26,478	33,025	35,936	42,441					1.066	1	1	0.33	<input checked="" type="checkbox"/>	
Data Control Clerk I (IT10000016) 2017 Comp Analyst All Industries; All FTEs; Arizona cos, ees, USD, eff 2017-09-01	32,292	36,393	37,315	42,134					1.025	1	1	0.5	<input checked="" type="checkbox"/>	
Audit Clerk (1368) ERI Salary Assessor (AZ Dept. of Admin), 2015 All Industries - Diversified; Phoenix, Arizona; Level 1 cos, ees, USD, eff 2015-04-01	30,774	33,158		36,237					1.101	0.9	1	1	<input checked="" type="checkbox"/>	-10% for Resp
Clerk Data Examination (44837) ERI Salary Assessor (AZ Dept. of Admin), 2015 All Industries - Diversified; Phoenix, Arizona; Level 1 cos, ees, USD, eff 2015-04-01	30,115	32,145		34,862					1.101	1	1	1	<input checked="" type="checkbox"/>	
Clerk File (44843) ERI Salary Assessor (AZ Dept. of Admin), 2015 All Industries - Diversified; Phoenix, Arizona; Level 1 cos, ees, USD, eff 2015-04-01	27,810	29,563		32,002					1.101	1	1	0.33	<input checked="" type="checkbox"/>	
File Clerk - Entry (220.108.434) 2016 Mercer Benchmark Database All Orgs 107 cos, 1396 ees, USD, eff 2016-03-01	29,156	32,841	31,668	34,938					1.072	1	1	0.33	<input checked="" type="checkbox"/>	
Data Control-T1 - Entry (AAS085-T1) TWP-TSP17 All Organizations-National 13 cos, 202 ees, USD, eff 2017-02-01	32,017	36,502	35,668	39,214					1.043	1	1	0.5	<input checked="" type="checkbox"/>	
<b>Overall Averages</b>	30,221	33,394	35,422	37,060	0	0	0	0						

# Review Time Computation Technician

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AREG	7	\$16,224.00	\$22,910.78	\$29,597.57
AREG	8	\$18,614.54	\$24,866.82	\$31,118.88
AREG	9	\$19,517.26	\$26,042.64	\$32,567.81
AREG	10	\$20,387.33	\$27,174.78	\$33,962.24
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AREG	15	\$25,507.87	\$35,201.09	\$44,894.30
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AREG	18	\$31,110.14	\$43,436.64	\$55,762.93



Questions???



## AZ COMPENSATION NETWORK

### Next Meeting

Tuesday, May 15 1-3pm

ADOA Room 300

Registration will be via TraCor



Questions?

