

Pay/Benefits Ad Hoc Meeting Minutes

March 28, 2024

CCAP-Conference Room 1 at 4:00 p.m.

Members present: Tim Stubblefield, Tina Reed, Tim Brown, Andy Farrar, Sheila Proffitt, Heather Shelton, Roger Chambers

Approve agenda: A motion was made by Sheila Proffitt to approve the agenda and a second was made by Tim Stubblefield. The agenda was approved.

Public comments: none

Committee Appointments:

As the nominations for committee appointments began, it was noted that not all members were present for the meeting. A motion was made by Tim Brown to table committee appointments until the April 22, 2024 meeting, and it was seconded by Tina Reed.

Plan of Action

The committee discussed the topics they have been tasked to investigate. The committee agreed that the goal of the committee was to provide framework, not numbers, to the full commission. It was further discussed that it would be informative to gather information regarding salaries in Bedford county, as a comparative county. Further, it would be important to gather information from department heads about current starting pay versus competitive starting pay. It was noted that bringing new hires in at competitive pay can cause a disparity between new and old hires.

It was discussed that starting ranges may give flexibility to department heads to pay according to experience while being competitive. It was noted that different departments have different needs and different competitors. It was discussed that job duties, job requirements, certifications, and retainment are topics that will impact salary framework.

As a plan of action, the committee requested that each department head submit starting pay range, a competitive pay range, and classifications of employees.

There being no further discussion, the meeting adjourned.

Respectfully Submitted,

Sheila Proffitt