



Distributed on:
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City Manager's Office

Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Debra Figone

SUBJECT: Employee Pay Range Information

DATE: April 12, 2013

INFORMATION

There have been several requests for information related to the percentage of employees who are currently at the top of their classifications' pay ranges. This memorandum provides salary information on a City-wide basis by bargaining/employee unit. There have been other specific questions related to Police Officer resignations, as it relates to the step of those employees who resigned from employment in 2012. A breakdown of this information is also provided below.

It is important to note the difference in the salary ranges and movement within those ranges between the management bargaining units, including the Executive Management and Professional Employees (Unit 99) who are unrepresented, and the non-management bargaining units. Employees in the non-management bargaining units, who are not at top step, receive automatic step increases on at least an annual basis. When approved, employees are also eligible for merit increases in addition to the automatic step increases. Employees represented by the POA and the San Jose Fire Fighters (Local 230, IAFF) who are not at top step, receive 5% automatic salary step increases. Employees represented by the other non-management units (ABMEI, CEO, IBEW, OE#3, and MEF) receive 2.5% automatic salary step increases. Employees represented by ABMEI must receive at least a satisfactory performance appraisal to receive the salary step increase.

Employees represented by the management bargaining units (AEA, ALP, AMSP, CAMP) and employees in Unit 99 do not have steps and move within the salary range based on performance.

Below is a chart that shows the percentage of employees at the top of the salary range by employee unit.

Percentage of Employees at Top of Pay Range by Employee Unit			
Employee Unit	Total Number of Employees	Number of Employees at Top of Range	% of Employees at Top of Range
IBEW	58	50	86.21%
SJPOA	1045	864	82.68%
OE#3 (full time only)	559	397	71.02%
MEF (full time only)	1328	919	69.20%
ABMEI	58	40	68.97%
CEO	191	127	66.49%
IAFF	659	425	64.49%
CAMP	289	106	36.68%
AMSP	82	27	32.93%
AEA	200	61	30.50%
ALP	34	8	23.53%
Unit 99	266	35	13.16%

Source: Peoplesoft Data as of April 2013

There has also been interest in the demographics of Police Officers who have resigned. The chart below provides data on the retirements, resignations and terminations that occurred in 2012 for sworn police personnel.

2012 – Sworn Police Resignations, Retirements and Terminations		
Sworn	Total for Calendar Year	Percent
Retired	35	33%
Resigned	68	65%
Terminated	2	2%
Total	105	

Source: Peoplesoft Data as of January 2013

Additionally, the following chart further breaks down the various separations from City service by salary step and years of service. 70% of the resignations were employees who were at the top step and therefore not eligible for automatic step increases. The Police Department is also experiencing a number of resignations from mid-career sworn employees (5-15 years of service). 60% of resignations in 2012 were employees who were within the 5-15 years of service range.

2012 – Sworn Police Resignations, Retirements and Terminations by Demographic					
	Top Step	Step 6	Step 5	Step 4 & Under	Totals
Percent of Sworn Retired at	97%	3%	0%	0%	100%
Percent of Sworn Resigned at	70%	7%	9%	13%	100%
Percent of Sworn Terminated at	50%	50%	0%	0%	100%

Sworn - Years of Service	25 yrs and over	15 to 25 yrs	5 to 15 yrs	Under 5 years	Totals
Percent of Sworn Retired at	34%	40%	26%	0%	100%
Percent of Sworn Resigned at	3%	18%	60%	19%	100%
Percent of Sworn Terminated at	0%	50%	50%	0%	100%

Source: Peoplesoft Data as of January 2013

For questions please contact Jennifer Schembri, Deputy Director of Employee Relations, at (408) 535-8154.



Debra Figone
 City Manager