

**RESOLUTION No. 37409 As Amended**

Authorize Bureau of Human Resources to adopt system for merit-based pay increases for non-represented City employees and direct Bureau of Human Resources to develop a recommended system for setting compensation when making hiring decisions for Council consideration (Resolution)

WHEREAS, the City of Portland values its non-represented employees; and

WHEREAS, the City of Portland is committed to pay equity for its employees; and

WHEREAS, a system for merit-based or step-based pay increases for non-represented employees is necessary to ensure pay equity and compliance with legal requirements; and

WHEREAS, a system for setting equitable compensation when making hiring decisions is also necessary to ensure pay equity and compliance with legal requirements.

NOW, THEREFORE, BE IT RESOLVED, the Bureau of Human Resources is directed to adopt for up to one year by temporary administrative rule a merit system for merit-based pay increases for non-represented City employees that is substantially similar to that set forth in Exhibit A; and

BE IT FURTHER RESOLVED, that the Bureau of Human Resources will return within 180 days to each Council Office to brief them on key advantages and disadvantages of a merit-based system and a step-based system, and/or schedule an Executive Session for the purpose of providing this briefing to Council, in order to give Council the opportunity to provide input and guidance between the two; and”

BE IT FURTHER RESOLVED, that after a standard HR Administrative Rule comment period and prior to expiration of the temporary administrative rule, the Bureau of Human Resources will return to Council with a recommendation for final approval of a system for merit-based or step-based pay increases for nonrepresented employees;

BE IT FURTHER RESOLVED, the Chief Human Resources Officer shall be responsible for review and update of this policy, as well as the development and implementation of any guidelines and procedures consistent with the merit system or step-based system to meet the needs and requirements of the City; and

BE IT FURTHER RESOLVED, the Bureau of Human Resources, in consultation with the Office of the City Attorney, is directed to develop a recommended system for setting equitable compensation when making hiring decisions that complies with the legal requirements for pay equity for Council to consider adopting as binding City policy; and

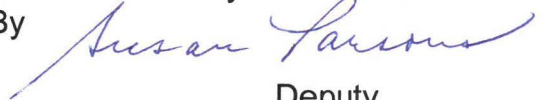
BE IT FURTHER RESOLVED, until a system for setting equitable compensation when hiring City employees is adopted, the Bureau of Human Resources must approve all salaries for new hires to ensure conformance with pay equity.

BE IT FURTHER RESOLVED, the City Budget Office is directed to increase General Fund bureau current appropriation levels for FY 2019-20 to reflect increased costs associated with the pay equity study completed in December 2018.

Adopted by the Council: JAN 16 2019

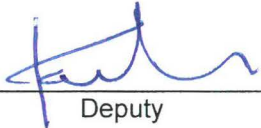
Commissioner: Mayor Ted Wheeler  
Prepared by: Heidi Brown  
Date Prepared: January 8, 2019

**Mary Hull Caballero**  
Auditor of the City of Portland

By   
Deputy

Agenda No. **37409 As Amended**  
**RESOLUTION NO.**  
 Title

Authorize Bureau of Human Resources to Adopt System for Merit-Based Pay/Increases for Non-Represented City Employees and Direct Bureau of Human Resources to develop a Recommended System for Setting Compensation When Making Hiring Decisions for Council Consideration (Resolution)

INTRODUCED BY Commissioner/Auditor: <b>Mayor Wheeler</b>	CLERK USE: DATE FILED <u>JAN 08 2019</u>
<b>COMMISSIONER APPROVAL</b> Mayor—Finance & Administration - Wheeler <i>MP</i> Position 1/Utilities - Fritz Position 2/Works - Fish Position 3/Affairs - Hardesty Position 4/Safety - Eudaly	Mary Hull Caballero Auditor of the City of Portland  By:  Deputy
<b>BUREAU APPROVAL</b> Bureau: Human Resources Bureau Head: S. Summers-McGee	<b>ACTION TAKEN:</b>
Prepared by: H. Brown Date Prepared: 1/8/19	
Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>City Auditor Office Approval:</b> required for Code Ordinances	
<b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter	
Council Meeting Date <b>1/16/19</b>	

AGENDA	FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
		YEAS	NAYS
<b>TIME CERTAIN</b> <input type="checkbox"/> Start time: _____  Total amount of time needed: _____ (for presentation, testimony and discussion)	1. Fritz	✓	
<b>CONSENT</b> <input type="checkbox"/>	2. Fish	✓	
<b>REGULAR</b> <input checked="" type="checkbox"/> <span style="float: right; margin-right: 20px;">10/2</span>	3. Hardesty	✓	
Total amount of time needed: <b>20 mins.</b> (for presentation, testimony and discussion)	4. Eudaly	✓	
	Wheeler	✓	