



December 20, 2011

The Honorable Chair and Board of County Commissioners
St. Johns County
500 San Sebastian View
St. Augustine, FL 32084

Dear Commissioners:

We are very pleased to present the enclosed classification and compensation system report for your review and consideration. The report represents considerable effort on the part of St. Johns County Administration, managerial staff and employees, with over 60 percent participating in personal interviews for the project.

In a conservative approach, we present three variations of two compensation plans for your consideration. The first plan (Plan A) represents a salary scale that is slightly above the average of the labor market. The second plan, Plan B, places the county's pay structure at the approximate average of the labor market. Either of these plans should allow St. Johns County to meet their expressed goals of attracting and retaining a quality workforce as well as reduce employee turnover and associated recruitment and training costs.

The new compensation system also simplifies the administrative structure of the County by streamlining the number of job titles from over 650 to 340 distinct job titles in accordance with work performed. The plan is also consistent with the County's goal of devising a rational compensation system that is transparent and market-sensitive.

As part of this project, we evaluated every position and developed new job descriptions for all positions employed by the Board of County Commissioners. Additionally, we affirmed that the County's current benefits structure is at the average of other similarly-situated organizations. This project aligns with the Board's and County Administration's recent organizational objectives of building a smaller, more professional workforce capable of greater efficiencies and effectiveness with limited financial resources. It has been our pleasure working with you and your staff on this project and we look forward to assisting you in its implementation.

Sincerely,

Stephen E. Condrey, Ph.D., IPMA-CP
President