

1 **WASHINGTON COUNTY, WISCONSIN**

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3 Date of enactment: 2/18/14
4 Date of publication: 2/18/14

5 **VOTE**

6 **2013 ORDINANCE 26**

7
8 AN ORDINANCE to amend Section 7.04 relating to: Administration of the Classification and
9 Compensation Plan.

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11 *The people of the County of Washington, represented in the Board of Supervisors, do ordain*
12 *as follows:*

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14 **SECTION 1.** Section 7.04(1) of the code is amended to read:

15 **7.04 ADMINISTRATION OF THE CLASSIFICATION AND COMPENSATION**
16 **PLAN.** The following rules are adopted for the administration of the Human Resources
17 Classification and Compensation Plan.

18
19 (1)(AM 13-) **Pay Grades.** The authorized pay grades shall be interpreted and applied
20 as follows:

21 * * *

22
23 (g) Limited Term Employees. Those positions created by the County Board
24 whose authorization will ~~be, not normally exceed 580 hours of employment in one calendar year~~
25 on average, less than 20 hours per week of employment, shall be considered limited term
26 employees and shall be compensated at an hourly rate which is equivalent to or compatible with
27 the appropriate rates established for similar full-time or regular part-time job classifications.

28 (h) Performance Evaluation.

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33 2. All employees covered by the pay plan shall have their
34 performance reviewed within six months prior to their step anniversary date.

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36 a. Full-time, Part-time and Limited Term Employees ~~E~~mployees
37 obtaining a combined rating on the authorized Human Resources performance review form of
38 Achieved Expectations or better may move to the next step available in their pay grade.
39 Employees who did not obtain an Achieved Expectations rating will not receive a step raise.
40 Performance improvement plans may be established or continued for these employees, as
41 determined appropriate by the Department Head in consultation with Human Resources.

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43 b. Temporary employees as defined at §7.05(24)(a)2. of this
44 Code shall not participate in the step progression plan.

45 * * *

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48 **SECTION 2. EFFECTIVE DATE.** This ordinance shall become effective upon
49 passage by the Board of Supervisors and publication as provided by law.

1 **SECTION 3. SUMMARY.** Ordinance amendment defining limited and temporary
2 employees and relationship to the step progression plan.

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6 VOTE REQUIREMENT FOR PASSAGE: Majority

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8 APPROVED: Introduced by members of the ADMINISTRATIVE
9 **(Kimberly A. Nass)** SERVICES COMMITTEE as filed with
10 Kimberly A. Nass, County Attorney the County Clerk.

11 Dated **2/14/14** **(Peter I. Sorce)**
12 Peter I. Sorce, Chairperson

13 Considered **2/11/14**

14 Adopted **2/11/14**

15 Ayes **30** Noes **0** Absent **0**

16 Voice Vote _____

17
18 Countersigned:

19 _____
20 Herbert J. Tennes
21 County Board Chairperson

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23 (The fiscal effect of this ordinance is unknown, but not material. Due to the unknown hours to
24 be worked by these employees we are unable to calculate the cost.)