

# **Market Analysis Overview & FY25 Classification and Compensation Plan Recommended Changes**



# Request

- Evergreen Solutions was retained by Buncombe County to conduct a market analysis to focus on benchmarked classification salary grade ranges and the overall salary plan structure.
  - Simply speaking, how is the County doing compared to our peers?
  - This was not meant to be a full compensation study but a market analysis as an assessment of current conditions.
  - It is important to note that individual salaries were not analyzed. This market analysis focused on average classification pay ranges for the most accurate comparison.



# Timeline of the Project

**July 2023**

County contracted with Evergreen Solutions to conduct the market analysis and work began

**Dec. 2023/Jan. 2024**

First report was provided to the County at the request of the Board of Elections

**Jan./Feb. 2024**

Draft findings provided to the County and final report was presented to the County's management advisory group



# Work Performed

- Analysis of the salary plan structure.
  - Identify potential challenges to our current salary plan.
- Review comparable peer salary grade range data for benchmarked classifications to establish how competitive the County is within the market.
  - Requested feedback from 15 peer markets for over 111 classifications
    - Data was normalized to Buncombe County's cost of living.
  - Identify potential challenges within any specific classification based on the comparable data.

## Peer Markets

Catawba County  
Durham County  
Forsythe County  
Gaston County  
Greenville  
Guilford County  
Henderson County  
Madison County  
McDowell County  
Mecklenburg County  
New Hanover County  
Orange County  
Transylvania County  
Union County  
Wake County



# Findings – State of the Plan

- The structure of the salary plans offered by the County are transparent and consistent in design.
  - The plans generally follow best management practices
  - The pay ranges for non-exempt classifications are somewhat narrow. (40% spread rather than recommended 45-55%)
- Some compression was identified between employee and supervisor pay.
  - Most County employees (62.7 percent) are paid less than 80 percent of their supervisors' salaries, which is best practice.
  - 34.2 percent of employees are being paid within 80 to 95 percent of their supervisor's salary.



# Findings – Market Results

- The survey results indicated that the following classification's salary grades were more than 10% below market mid-point.
  - Librarian
  - Public Safety Call Taker
- *Due to this finding, HR Recommends adjusting both classifications for proper grade placement for FY25*
  - Librarian - Move from support to professional classification category and update salary grade from 2004 to 2005
  - Public Safety Call Taker – Update salary grade from 2001 to 2003



# Findings – Investigative Social Worker

- Based on data from this market analysis and other sources, HR recommends the removal of the IATSW classification and the addition of a new classification for investigative social workers with the Fiscal Year 25 Class and Comp Plan.
  - Removal of IATSW classification (all employees in the IATSW classification outside of investigations will change to Social Worker III-no change to salary grade)
  - All investigative social workers will change to Social Worker IV



# FY 25 Pay Plan Additions

Class Title	Grade	FLSA	Addition/Change
Apprentice - EMT	NG	Non-Exempt	New
BCSO Administrative Assistant	2005	Non-Exempt	New
BCSO Business Administrator	3009	Exempt	New
BCSO Grants Specialist	3003	Exempt	New
BCSO Project Manager	3005	Exempt	New
BCSO Public Information Officer	3008	Exempt	New
Community EMT	2005	Non-Exempt	New
Environmental Enforcement Supervisor	3005	Exempt	New
Mechanic III	2006	Non-Exempt	New
Parks Landscape Supervisor	3003	Exempt	New
Public Safety Communications Training Support Specialist	2005	Non-Exempt	New
Public Safety Communicator	2003	Non-Exempt	New
Social Work Assistant	2005	Non-Exempt	New
Social Work Practice Supervisor	2010	Non-Exempt	New
Social Worker IV	2010	Non-Exempt	New
Solid Waste Inspector	2007	Non-Exempt	New





# FY 25 Pay Plan Deletions

Class Title	Grade	FLSA	Addition/Change
Arson Investigator	2007	Non-Exempt	Remove
Assistant Finance Director	3011	Exempt	Remove
County Social Services Program Administrator I	3009	Exempt	Remove
Employee Engagement and Communications Manager	3008	Exempt	Remove
Environmental Health Program Specialist	2010	Non-Exempt	Remove
Executive Assistant to the County Manager	3002	Exempt	Remove
Facilities and Construction Coordinator	3007	Exempt	Remove
Income Maintenance Administrator I	3006	Exempt	Remove
Investigation, Assessment, and Treatment Social Worker	2009	Non-Exempt	Remove
Library Page	NG	Non-Exempt	Remove
Public Information Assistant	2003	Non-Exempt	Remove
Senior Accountant	3008	Exempt	Remove
Solid Waste Manager (Operations)	3010	Exempt	Remove
Tax Data Collector	2002	Non-Exempt	Remove



# FY 25 Pay Plan Classification Changes

Class Title	Grade	FLSA	Addition/Change
Air Quality Specialist I	2008	Non-Exempt	Change title
Air Quality Specialist II	2009	Non-Exempt	Change title
Assistant to the County Manager	3002	Exempt	Change Title
BCSO Communication and Outreach Coordinator	2008	Non-Exempt	Change title
Chief Medical Officer	3017	Exempt	Change title
Community Engagement Manager	3006	Exempt	Change title
Community Engagement Specialist	3005	Exempt	Change title
Community Resources Division Director	3012	Exempt	Change title
Financial Planning and Analysis Manager	3009	Exempt	Change title
Health and Human Services Finance Manager	3008	Exempt	Change title
Human Resources Information System Analyst	3007	Exempt	Change title
Human Resources Information System Manager	3009	Exempt	Change title
Income Maintenance Administrator	3007	Exempt	Change title
Librarian	2005	Non-Exempt	Change to salary grade
Physician	3016	Exempt	Change title
Public Health Division Director	3013	Exempt	Change title
Public Safety Communications Assistant Supervisor	2005	Non-Exempt	Change title
Public Safety Communications Supervisor	2007	Non-Exempt	Change title
Public Safety Communications Operations Manager	3006	Exempt	Change title
Public Safety Telecommunicator	2004	Non-Exempt	Change title
Recruiting Manager	3008	Exempt	Change title
Social Work Division Director	3012	Exempt	Change title
Solid Waste Manager	3009	Exempt	Change title
Strategy and Analysis Manager	3010	Exempt	Change title

