



SANTA ROSA COUNTY HUMAN RESOURCES

DEVANN COOK, Director
CINDY WILLIAMS, HR Manager
hr@santarosa.fl.gov

6495 Caroline Street, Suite H | Milton, Florida 32570

Memorandum

To: Santa Rosa County Board of Commissioners

From: DeVann Cook, Director, Human Resources

Through: Tony Gomillion, County Administrator

Re: Employee Merit System Modification

Date: October 5, 2016

RECOMMENDATION

Provide a 1.0% Cost of Living Adjustment, up to a maximum of 2.0%, for employees that are at Step 20 or above. This adjustment would be based on the Consumer Price Index, as determined by the U.S. Bureau of Labor Statistics, for the 12 months prior to the beginning of our fiscal year. The affected employees must have a satisfactory evaluation and no disciplinary actions that would normally disqualify them from receiving a merit.

This would only be applied in years where employees receive a merit increase. In the event a Cost of Living Adjustment is provided to all employees, employees Step 20 or above would receive the same amount as other employees only.

BACKGROUND

The Santa Rosa County employee salary matrix only has 20 Steps. Employees that have worked in the same or similar position(s) for 20+ years do not have an opportunity to receive any salary adjustment. This policy change would give them a salary adjustment related to the increased cost of living expenses.

Currently, there are less than 10 employees that fall into this category.