

- 1.1 A Committee resolution
- 1.2 relating to compensation of Senate employees; providing salary increases; authorizing
- 1.3 a monthly technology and communication stipend; authorizing a onetime compensatory
- 1.4 time cash out.
- 1.5 BE IT RESOLVED, by the Committee on Rules and Administration that the following
- 1.6 adjustments to compensation be made:
- 1.7 **A. Salary Increases Effective July 1, 2023**
- 1.8 1. Each Senate employee employed by the Senate on July 1, 2023, will receive a salary
- 1.9 increase of \$1,500 plus 9.25 percent effective July 1, 2023. The percentage increase must be
- 1.10 calculated after \$1,500 is added to the base salary. Committee legislative assistant stipends are
- 1.11 increased by 9.25 percent.
- 1.12 2. Effective July 1, 2023, the salary range minimum and maximum levels are increased by
- 1.13 \$1,500 plus 9.25 percent.
- 1.14 3. Following completion of the performance appraisal required under paragraph C, each
- 1.15 permanent employee of the Senate is eligible for a merit increase, provided that the employee has
- 1.16 met the standards for a merit increase as specified in the plan developed under paragraph C. The
- 1.17 merit increase must take effect on July 1, 2023. If performance appraisals are completed after July
- 1.18 1, 2023, any increase will be retroactive to July 1, 2023. The total amount available for all merit
- 1.19 increases for fiscal year 2023 is 3.5 percent of all Senate full-time employee salaries on June 13,
- 1.20 2023. Any increase in this section is calculated after other increases described in this paragraph are
- 1.21 applied.
- 1.22 4. An employee that is at the range maximum is eligible to receive a merit increase as a
- 1.23 onetime payment to be paid in equal installments through June 30, 2024.

2.1           5. The Secretary of the Senate and the Controller may make the necessary adjustments to the  
 2.2 Senate salary ranges to continue the Senate's current practice regarding the width of the ranges and  
 2.3 the space between the ranges.

2.4           **B. Salary Increases Effective July 1, 2024**

2.5           1. Each Senate employee employed by the Senate on July 1, 2024, will receive a salary  
 2.6 increase of three percent effective July 1, 2024. Committee legislative assistant stipends are increased  
 2.7 by three percent.

2.8           2. Effective July 1, 2024, the salary range minimum and maximum levels are increased by  
 2.9 three percent.

2.10          3. Following completion of the performance appraisal required under paragraph C, each  
 2.11 permanent employee of the Senate is eligible for a merit increase, provided that the employee has  
 2.12 met the standards for a merit increase as specified in the plan developed under paragraph C. The  
 2.13 merit increase must take effect on July 1, 2024. If performance appraisals are completed after July  
 2.14 1, 2024, any increase will be retroactive to July 1, 2024. The total amount available for all merit  
 2.15 increases for fiscal year 2024 is 3.5 percent of all Senate full-time employee salaries on June 13,  
 2.16 2024. Any increase in this section is calculated after other increases described in this paragraph are  
 2.17 applied.

2.18          4. An employee that is at the range maximum is eligible to receive a merit increase as a  
 2.19 onetime payment to be paid in equal installments through June 30, 2025.

2.20          5. The Secretary of the Senate and the Controller may make the necessary adjustments to the  
 2.21 Senate salary ranges to continue the Senate's current practice regarding the width of the ranges and  
 2.22 the space between the ranges.

2.23           **C. Merit Based Compensation Plan**

2.24          1. The Director of Human Resources must maintain a plan for the annual performance  
 2.25 appraisal and merit-based compensation of Senate employees. The Director must make training  
 2.26 regarding the plan available to staff and supervisors.

2.27          2. The Director of Human Resources must ensure that each permanent Senate employee  
 2.28 receives a performance appraisal for the previous fiscal year before receiving any merit-based salary  
 2.29 increase provided under paragraph A or B.

2.30           **D. Technology and Communication Stipend**

2.31          1. Effective July 1, 2023, and until December 31, 2023, all permanent staff must be paid a  
 2.32 monthly technology and communication stipend of \$50.

2.33           **E. Compensatory and Vacation Time Cash Out**

3.1           1. Each Senate employee employed by the Senate during the 2023 regular legislative session  
3.2 who accrued compensatory or vacation time may elect to be paid the value of up to 40 hours of  
3.3 compensatory or vacation time. The hours of compensatory or vacation time that are paid for under  
3.4 this section must be deducted from the employee's compensatory or vacation leave balance. An  
3.5 employee must make an election under this paragraph between July 1, 2023, and December 15,  
3.6 2023, in the manner provided by the Controller. Payment must be made on the employee's paycheck  
3.7 at the employee's rate of pay at the time the request is made.