A committee resolution

relating to compensation of Senate employees; providing salary increases; authorizing a onetime compensatory or vacation time cash out; authorizing the Senate to contribute to the employee deferred compensation program; authorizing a monthly technology and communication stipend.

BE IT RESOLVED, by the Committee on Rules and Administration that the following adjustments to compensation be made:

A. Salary Increases Effective July 1, 2025

1. Each Senate employee employed by the Senate on July 1, 2025, will receive a salary increase of 3.5 percent effective July 1, 2025. Committee legislative assistant stipends are increased by 3.5 percent.

2. Effective July 1, 2025, the salary range minimum and maximum levels are increased by 3.5 percent.

3. Following completion of the performance appraisal required under paragraph B, each permanent employee of the Senate is eligible for a merit increase, provided that the employee has met the standards for a merit increase as specified in paragraph B. The merit increase must take effect on July 1, 2025. If performance appraisals are completed after July 1, 2025, any increase will be retroactive to July 1, 2025. The total amount available for all merit increases for fiscal year 2025 is two percent of all Senate full-time employee salaries on June 13, 2025. Any merit increase is calculated after increases described in this paragraph are applied.

4. An employee that is at the range maximum is eligible to receive a merit increase as a onetime payment to be paid in equal installments through June 30, 2026.

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

B. Merit-Based Compensation Increase and Plan

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

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

C. Compensatory and Vacation Time Cash Out

1. Each Senate employee employed by the Senate during the 2025 regular legislative session who accrued compensatory or vacation time may elect to be paid the value of up to 40 hours of compensatory or vacation time. The hours of compensatory or vacation time that are paid for under this section must be deducted from the employee's compensatory or vacation leave balance. An employee must make an election under this paragraph between July 1, 2025, and December 12, 2025, in the manner provided by the Controller. Payment must be made on the employee's paycheck at the employee's rate of pay at the time the request is made.

D. Deferred Compensation Program

1. Regular Senate employees may elect to receive an employer-paid contribution to the state deferred compensation program, or elect to convert vacation or compensatory time to deferred compensation as provided in Section 3 of the "Pre-Tax Expense Accounts, Retirement, Deferred Compensation, and Health Care Savings Plan" chapter of the Legislative Coordinating Commission Legislative Plan for Employee Benefits and Policies and as provided in this resolution.

2. Beginning July 1, 2025, until June 30, 2026, regular Senate employees may elect to either convert up to a total of 50 hours of vacation time or compensatory time earned in the 2025 regular legislative session to deferred compensation or may elect to receive an employer-paid matching contribution up to $1,150.

E. Technology and Communication Stipend

1. Beginning July 1, 2025, and until June 30, 2026, all regular and temporary Senate employees must be paid a monthly technology and communication stipend of $50 for each month of employment.