

**PERSONNEL AUTHORIZATION, CLASSIFICATION, AND COMPENSATION ORDINANCE FOR
FISCAL YEAR 2020**

BE IT ORDAINED by the Board of County Commissioners of Wake County, North Carolina, that the following budget ordinance for the Personnel Authorization is hereby adopted:

Section 1: AUTHORIZED POSITIONS. The following full-time equivalent positions are hereby authorized in the County government by organizational unit and fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Department, Division and Fund (All Positions are in the General Fund unless otherwise noted)	Adopted Authorized Full-time Equivalent Positions	Amended Authorized Full-time Equivalent Positions
Board of Commissioners	4.000	4.000
Communications	10.000	10.000
County Manager	11.000	11.000
County Attorney	20.000	20.000
Board of Elections	32.000	32.000
Budget and Management Services	10.000	10.000
Facilities, Design & Construction	16.000	16.000
Finance		
General Fund	31.000	31.000
Debt Service Fund	3.000	3.000
Finance Total	34.000	34.000
Human Resources	36.000	36.000
Information Services	115.750	115.750
Register of Deeds	41.000	41.000
Tax Administration	76.000	76.000
Quasi-Governmental	6.000	6.000
Community Services		
CS Management and Budget	7.000	7.000
Parks, Recreation and Open Space	36.000	36.000
Veteran Services	4.000	4.000
Geographic Information Services	19.000	19.000
Libraries	284.500	284.500
Planning and Development Services	58.000	58.000
Community Services Total	408.500	408.500
Environmental Services		
General Fund		
ES Administration	10.000	10.000
Environmental Health & Safety	43.000	43.000
Water Quality	47.000	47.000
Animal Care, Control and Adoption Center	46.000	46.000
Total General Fund	146.000	146.000
Solid Waste Fund	15.000	15.000
South Wake Landfill Fund	5.000	5.000
Environmental Services Total	166.000	166.000

Department, Division and Fund (All Positions are in the General Fund unless otherwise noted)	Adopted Authorized Full- time Equivalent Positions	Amended Authorized Full- time Equivalent Positions
General Services		
General Fund		
Administrative Support	19.000	19.000
Facility and Field Services	37.000	37.000
Physical Plant	69.000	69.000
Safety and Security	7.000	7.000
Total General Fund	132.000	132.000
Fleet Fund	18.000	18.000
General Services Total	150.000	150.000
Human Services		
General Fund		
Social Services	593.500	595.500
Child Welfare	316.800	316.800
Public Health	341.297	341.297
Health Clinics	175.400	175.400
Administration and Operations	195.000	195.000
Total General Fund	1,621.997	1,623.997
Grants & Donations Fund	17.000	21.000
Transportation Fund	4.000	4.000
Human Services Total	1,642.997	1,648.997
Housing		
General Fund	68.000	68.000
Housing & Community Revitalization Fund	8.000	8.000
Housing Total	76.000	76.000
Emergency Medical Services	341.000	341.000
Fire Services		
General Fund	22.000	22.000
Grants & Donations Fund	2.000	2.000
Fire Services Total	24.000	24.000
City-County Bureau of Identification	83.000	83.000
Sheriff		
General Fund		
Law Enforcement	461.000	461.000
Detention	571.000	571.000
Sheriff Total	1,032.000	1,032.000
Capital Area Workforce Development	18.000	18.000
TOTAL FTEs ALL FUNDS	4,353.247	4,359.247

Section 2: AUTHORIZATION TO TRANSFER POSITIONS. The County Manager, or his designee, is hereby authorized to transfer and/or reclassify full-time equivalent positions within the same fund.

Section 3: INCREASE IN AUTHORIZATION. With the exception of changes allowed through Section 2, any changes to the full-time equivalent (FTE) amounts authorized in Section 1 of this ordinance must be approved by the Board of Commissioners.

Section 4: SALARY SCHEDULE. The salary minimums, midpoints and maximums are hereby established for the salary schedule effective January 1, 2020.

MR	General							
	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$32,780	\$38,109	\$38,110	\$43,429	\$43,430	\$48,759	\$48,760	\$54,090
11	\$33,600	\$39,059	\$39,060	\$44,519	\$44,520	\$49,979	\$49,980	\$55,440
12	\$34,630	\$40,689	\$40,690	\$46,749	\$46,750	\$52,809	\$52,810	\$58,870
13	\$36,360	\$42,719	\$42,720	\$49,079	\$49,080	\$55,449	\$55,450	\$61,810
14	\$38,180	\$44,859	\$44,860	\$51,539	\$51,540	\$58,219	\$58,220	\$64,900
15	\$41,990	\$49,339	\$49,340	\$56,689	\$56,690	\$64,039	\$64,040	\$71,390
16	\$46,190	\$54,279	\$54,280	\$62,359	\$62,360	\$70,449	\$70,450	\$78,530
17	\$50,810	\$59,709	\$59,710	\$68,599	\$68,600	\$77,489	\$77,490	\$86,380
18	\$55,890	\$65,679	\$65,680	\$75,459	\$75,460	\$85,239	\$85,240	\$95,020
19	\$61,480	\$72,239	\$72,240	\$82,999	\$83,000	\$93,759	\$93,760	\$104,520
20	\$68,180	\$81,819	\$81,820	\$95,449	\$95,450	\$109,089	\$109,090	\$122,730
21	\$78,410	\$94,089	\$94,090	\$109,769	\$109,770	\$125,449	\$125,450	\$141,130
22	\$90,170	\$108,199	\$108,200	\$126,239	\$126,240	\$144,269	\$144,270	\$162,300
23	\$103,690	\$124,429	\$124,430	\$145,169	\$145,170	\$165,909	\$165,910	\$186,650
24	\$119,250	\$143,099	\$143,100	\$166,949	\$166,950	\$190,799	\$190,800	\$214,650
25	\$131,170	\$157,409	\$157,410	\$183,639	\$183,640	\$209,879	\$209,880	\$236,110
26	\$144,290	\$173,149	\$173,150	\$202,009	\$202,010	\$230,869	\$230,870	\$259,720
27	\$158,720	\$190,459	\$190,460	\$222,209	\$222,210	\$253,949	\$253,950	\$285,700

HS	Health Services							
	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$32,780	\$38,109	\$38,110	\$43,429	\$43,430	\$48,759	\$48,760	\$54,090
11	\$33,600	\$39,059	\$39,060	\$44,519	\$44,520	\$49,979	\$49,980	\$55,440
12	\$34,630	\$40,689	\$40,690	\$46,749	\$46,750	\$52,809	\$52,810	\$58,870
13	\$36,360	\$42,719	\$42,720	\$49,079	\$49,080	\$55,449	\$55,450	\$61,810
14	\$38,180	\$44,859	\$44,860	\$51,539	\$51,540	\$58,219	\$58,220	\$64,900
15	\$41,990	\$49,339	\$49,340	\$56,689	\$56,690	\$64,039	\$64,040	\$71,390
16	\$46,190	\$54,279	\$54,280	\$62,359	\$62,360	\$70,449	\$70,450	\$78,530
17	\$53,120	\$62,419	\$62,420	\$71,719	\$71,720	\$81,009	\$81,010	\$90,310
18	\$61,090	\$71,779	\$71,780	\$82,469	\$82,470	\$93,159	\$93,160	\$103,850
19	\$70,690	\$84,829	\$84,830	\$98,969	\$98,970	\$113,109	\$113,110	\$127,240
20	\$84,830	\$101,799	\$101,800	\$118,759	\$118,760	\$135,729	\$135,730	\$152,690
21	\$101,800	\$122,149	\$122,150	\$142,509	\$142,510	\$162,869	\$162,870	\$183,230
22	\$122,150	\$146,579	\$146,580	\$171,019	\$171,020	\$195,449	\$195,450	\$219,880
23	\$146,580	\$175,899	\$175,900	\$205,219	\$205,220	\$234,539	\$234,540	\$263,850
24	\$175,900	\$211,079	\$211,080	\$246,259	\$246,260	\$281,439	\$281,440	\$316,620
25	\$211,080	\$253,299	\$253,300	\$295,519	\$295,520	\$337,729	\$337,730	\$379,950

Information Technology								
IT	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$43,430	\$51,029	\$51,030	\$58,629	\$58,630	\$66,229	\$66,230	\$73,830
11	\$47,770	\$56,129	\$56,130	\$64,489	\$64,490	\$72,849	\$72,850	\$81,210
12	\$52,550	\$61,749	\$61,750	\$70,939	\$70,940	\$80,139	\$80,140	\$89,330
13	\$57,800	\$67,919	\$67,920	\$78,039	\$78,040	\$88,149	\$88,150	\$98,270
14	\$63,590	\$74,709	\$74,710	\$85,839	\$85,840	\$96,969	\$96,970	\$108,100
15	\$70,510	\$84,609	\$84,610	\$98,719	\$98,720	\$112,819	\$112,820	\$126,920
16	\$81,090	\$97,309	\$97,310	\$113,519	\$113,520	\$129,739	\$129,740	\$145,960
17	\$93,250	\$111,899	\$111,900	\$130,549	\$130,550	\$149,199	\$149,200	\$167,850
18	\$107,240	\$128,689	\$128,690	\$150,139	\$150,140	\$171,579	\$171,580	\$193,030

CCBI								
BI	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$32,980	\$38,749	\$38,750	\$44,519	\$44,520	\$50,289	\$50,290	\$56,060
11	\$36,280	\$42,619	\$42,620	\$48,969	\$48,970	\$55,319	\$55,320	\$61,670
12	\$39,900	\$46,889	\$46,890	\$53,869	\$53,870	\$60,849	\$60,850	\$67,840
13	\$43,890	\$51,569	\$51,570	\$59,259	\$59,260	\$66,939	\$66,940	\$74,620
14	\$48,280	\$56,729	\$56,730	\$65,179	\$65,180	\$73,629	\$73,630	\$82,080
15	\$53,110	\$62,409	\$62,410	\$71,699	\$71,700	\$80,989	\$80,990	\$90,290
16	\$58,420	\$68,649	\$68,650	\$78,869	\$78,870	\$89,089	\$89,090	\$99,320
17	\$64,260	\$75,509	\$75,510	\$86,759	\$86,760	\$97,999	\$98,000	\$109,250
18	\$71,260	\$85,519	\$85,520	\$99,769	\$99,770	\$114,019	\$114,020	\$128,280
19	\$81,950	\$98,349	\$98,350	\$114,739	\$114,740	\$131,129	\$131,130	\$147,520

Attorney								
AT	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$35,880	\$42,159	\$42,160	\$48,439	\$48,440	\$54,719	\$54,720	\$61,000
11	\$73,850	\$88,619	\$88,620	\$103,389	\$103,390	\$118,159	\$118,160	\$132,930
12	\$81,230	\$97,479	\$97,480	\$113,729	\$113,730	\$129,969	\$129,970	\$146,220
13	\$98,290	\$117,949	\$117,950	\$137,609	\$137,610	\$157,269	\$157,270	\$176,930
14	\$108,120	\$129,749	\$129,750	\$151,369	\$151,370	\$172,999	\$173,000	\$194,620

Detention								
DT	Minimum		Midpoint				Maximum	
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$38,000	\$43,889	\$43,890	\$49,769	\$49,770	\$55,659	\$55,660	\$61,540
11	\$42,000	\$48,419	\$48,420	\$54,849	\$54,850	\$61,269	\$61,270	\$67,700
12	\$50,000	\$56,119	\$56,120	\$62,229	\$62,230	\$68,349	\$68,350	\$74,470
13	\$55,000	\$61,729	\$61,730	\$68,459	\$68,460	\$75,179	\$75,180	\$81,910
14	\$65,000	\$72,599	\$72,600	\$80,199	\$80,200	\$87,799	\$87,800	\$95,400
15	\$80,000	\$86,239	\$86,240	\$92,469	\$92,470	\$98,709	\$98,710	\$104,940
16	\$90,000	\$96,359	\$96,360	\$102,719	\$102,720	\$109,079	\$109,080	\$115,440
17	\$100,000	\$109,629	\$109,630	\$119,259	\$119,260	\$128,889	\$128,890	\$138,530

Sheriff's Office								
SO	Minimum		Midpoint				Maximum	
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$42,000	\$49,499	\$49,500	\$56,999	\$57,000	\$64,499	\$64,500	\$72,000
11	\$55,000	\$60,799	\$60,800	\$66,599	\$66,600	\$72,399	\$72,400	\$78,200
12	\$59,000	\$65,759	\$65,760	\$72,509	\$72,510	\$79,269	\$79,270	\$86,020
13	\$67,000	\$73,909	\$73,910	\$80,809	\$80,810	\$87,719	\$87,720	\$94,620
14	\$76,000	\$83,019	\$83,020	\$90,039	\$90,040	\$97,059	\$97,060	\$104,080
15	\$85,000	\$94,059	\$94,060	\$103,109	\$103,110	\$112,169	\$112,170	\$121,230
16	\$100,000	\$111,369	\$111,370	\$122,739	\$122,740	\$134,109	\$134,110	\$145,470
17	\$110,000	\$122,509	\$122,510	\$135,009	\$135,010	\$147,519	\$147,520	\$160,020

EMS*									
EM	Shift	Minimum		Midpoint				Maximum	
		1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	2190	\$15.76	\$18.51	\$18.52	\$21.27	\$21.28	\$24.02	\$24.03	\$26.79
11	2190	\$19.70	\$23.14	\$23.15	\$26.59	\$26.60	\$30.03	\$30.04	\$33.49
12	2190	\$22.66	\$26.61	\$26.62	\$30.57	\$30.58	\$34.54	\$34.55	\$38.51
13	2190	\$28.23	\$32.46	\$32.47	\$36.69	\$36.70	\$40.93	\$40.94	\$45.17
14	2190	\$31.05	\$35.70	\$35.71	\$40.36	\$40.37	\$45.02	\$45.03	\$49.69
15	2080	\$53,980	\$64,779	\$64,780	\$75,569	\$75,570	\$86,369	\$86,370	\$97,170
16	2080	\$64,780	\$77,729	\$77,730	\$90,689	\$90,690	\$103,649	\$103,650	\$116,600
17	2080	\$103,650	\$124,369	\$124,370	\$145,099	\$145,100	\$165,829	\$165,830	\$186,560

*Classes not subject to 7k exemption therefore hourly rates shown are based on built in overtime and shift type

Section 5: POSITION CLASSIFICATIONS. The County Manager is the Chief Personnel Officer and has delegated the authority to administer and maintain the position classification plan to the Human Resources Director.

Section 6: LIVING WAGE POLICY. It is the policy of Wake County that persons working for the County as regular employees whose scheduled hours exceed 1,040 annually be paid as further described in this Section.

a. Eligibility: The County shall pay all regular employees an amount equal to or greater than the Minimum Wage Rate as defined in Section 6(d). A regular employee is defined as being in a Board authorized position and having regularly scheduled straight-time hours in excess of 1,040 hours.

b. Wage Rate Calculation: The Universal Living Wage Formula Calculation used by the County is based on the average housing cost of a Studio / Efficiency and a One Bedroom according to Housing and Urban Development's (HUD) Fair Market Rents in the Raleigh MSA. As of April 1, 2019, the housing costs were \$16.27 for a Studio / Efficiency and \$18.25 for a One Bedroom. The average of these amounts is \$17.26, to which a \$1.50 an hour credit for health insurance is applied resulting in a Living Wage Formula Calculation of \$15.76. On an annual basis, the County current Living Wage Rate is compared to the April 1 calculated amount to determine if an adjustment is needed.

d. The Living Wage Rate for fiscal year 2020 shall be fifteen dollars and seventy-six cents (\$15.76) per hour (\$17.26 less \$1.50 credit for health insurance).

e. Annual Adjustment: The County Manager shall calculate or cause to be calculated the Minimum Wage Rate for employees on an annual basis and shall make such adjustments in the County's pay plan to ensure the Minimum Wage Rate as stated herein is paid to all eligible employees.

Section 7: ELECTED OFFICIALS COMPENSATION. Funding is provided for a 3.00% compensation adjustment for the members of the Board of Commissioners, the members of the Wake County Board of Education, the Register of Deeds, and the Sheriff effective July 1, 2019.

Adopted on the 3rd day of June 2019; Amended on this 18th day of November 2019.