

# CIO IT Class Study Talking Points

06.28.16

**06/23/16 State Personnel Board approved IT-specific salary schedule and 55 new IT job classifications.**

**07/30/16 Implementation date for the new salary schedule and job classifications.**

## Historical

1. The objectives of the project have been:
  - a. To develop a classification structure that is reflective of the way IT is organized and to allocate employees to classification on **current job content**.
  - b. To develop a compensation structure that is competitive with the State's defined market that will enable the State to attract and retain the quality and quantity of IT talent it needs to meet its business objectives.
  - c. To provide a career pathway including subject matter technical experts in addition to a management track
  - d. To develop an implementation plan by which the results of the project can be transitioned and implemented in a fiscally sound and prudent manner.
2. IT Steering Committee: Co-chairs DoIT Deputy State CIO and SPO Comp and Class Manager; Members: CIOs from HSD, DWS, TRD, DGF and ALTSD.
3. IT Class Study population: Every IT job in the State that was identified and approved through the IT Steering Committee throughout their work with SPO and Kenning Consulting ~~Group~~.
  - a. Each IT position has been assigned to a new job family and level based on position allocations by agency CIOs and SPO.
4. There are 10 core job families under which current IT work is organized in the State.
5. Project Methodology:
  - a. Development of an IT Classification Framework
  - b. Development of role summaries for each level of work within the identified job families
  - c. Completion of Position Information Questionnaires (PIQ's) by employees covered by the scope of this project
  - d. Allocation of employees PIQ's to a job family and level of work in the new classification structure based on relative organizational positioning
  - e. Multiple iterations of reviews of the allocation with IT leadership in the Agencies
  - f. Gathering of market data
  - g. Development of a new IT salary structure based on private and public sector markets
  - h. Development of classification descriptions with contribution from a range of State employees currently serving in these positions. The descriptions were written to provide flexibility for long term technology changes
  - i. Development of the recommended IT classification and compensation plan
  - j. Costing of the fiscal impact
  - k. Development of game plan for adoption, transition and implementation plan

## **Moving Forward**

1. This is an exciting development for the State, accomplished with the support of agency IT leadership, SPO and the Executive. The new salary structure will provide market-competitive salaries and greater opportunities for recruiting, retaining and developing IT talent.
2. 44 State agencies and 941 positions are affected.
3. The creation of new job families and levels, including manager classifications, will result in significantly more career growth opportunity for state employees.
4. An IT-specific salary schedule means that the State can study the comparator IT market and recommend targeted changes which do not affect non-IT positions in the state. This results in compensation enhancements for IT that are more responsive, timely and flexible.
5. Pay opportunities at every level have increased. Each employee's growth-opportunity will be unique to them, as every position was individually slotted into the new system based on job content and CIO input.
6. The hourly salary of employees will remain the same unless the employee's salary falls below the minimum of the new pay band within the new salary schedule. Approximately 44 employee salaries in 9 state agencies fall below the minimum. State agencies who have IT employees who are currently receiving a supervisory pay differential will be contacted directly by SPO with the procedures to be followed.
7. Employees whose salary falls below the minimum will receive a personalized letter indicating their position and salary change information. Agency HR staff will also receive this notice.
8. SPO will issue a plan and process to agencies for post-implementation review of position allocations based on State wide strategies. This information will be forthcoming to CIOs and HR management.
9. Information meetings will be scheduled for agency CIOs. SPO will also provide support to HR managers throughout the transition.
10. IT employees will have an FAQ page on the SPO website to reference.
11. During the transition period, position actions such as reclassifications, creations and reorganizations, will temporarily be on hold. This will not affect an agency's ability to recruit for or hire into an existing position for which there are no changes other than implementation of the IT class study.
12. SPO will coordinate with agency HR Managers on the upload of each agency's crosswalk into SHARE. SPO will send instructions to agencies on how to process bring-to-minimum salary actions in SHARE.
13. SPO will develop a process for notifying all employees of their new position designation as a result of the crosswalk and study.

### Attachments:

IT Salary Schedule  
Job Family Template