

RESOLUTION NO. 1980- 251

ADOPTING A SALARY ADMINISTRATION POLICY AND PROCEDURE GUIDELINES MANUAL AND EXEMPT GRADE STRUCTURE FOR SALARIED EMPLOYEES BOTH CLASSIFIED AND UNCLASSIFIED OUTSIDE OF THE COLLECTIVE BARGAINING UNIT AND AMENDING THE MERIT SYSTEM RULES TO BE CONSISTENT WITH SUCH POLICY.

WHEREAS, The Board of Trustees authorized a Job Evaluation and Salary Review Study by Resolution 1978-308, adopted November 8, 1978; and

WHEREAS, the Board of Trustees authorized Hay Associates to perform the Job Evaluation and Salary Review Study by Resolution 1979-37, adopted February 6, 1979; and

WHEREAS, Hay Associates has submitted the results of their study and has proposed a program of job evaluation, performance appraisal and salary administration for review and consideration by the Board of Trustees; and

WHEREAS, The Personnel Committee has reviewed the report of the Hay Associates and has approved some modifications to the report;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That it is in the best interests of the Greater Cleveland Regional Transit Authority to have a program for job evaluation, performance appraisal and salary administration for all salaried employees, both classified and unclassified who are outside the collective bargaining unit.

Section 2. That the Salary Administration Policy and Procedure Guidelines Manual, dated September, 1979, as submitted by Hay Associates and the Exempt Grade Structure of September, 1979, as modified be and they are hereby approved and adopted as the policy guidelines and program of the Authority concerning job evaluation, performance appraisal and salary administration for all salaried employees both classified and unclassified who are outside the collective bargaining unit, except for the General Manager and the Secretary-Treasurer. Further, that the Salary Administration Policy and Procedure Guidelines Manual dated September 1979, and the Exempt Grade Structure of September, 1979, as amended, be and they are hereby incorporated by reference herein and made part of this Resolution as though fully set forth on these pages.

Section 3. That the performance appraisal and salary administration for the General Manager and the Secretary-Treasurer shall be subject to the direct control of the Board of Trustees.

Section 4. That the General Manager be and he is hereby authorized to make recommendations to the Board of Trustees for changes in the compensation of those employees subject to the Salary Administration Policy and Procedure Guidelines Manual and Exempt Grade Structure as modified and as adopted herein.

Section 5. That the Exempt Grade Structure shall be adjusted annually on August 1st by the Board of Trustees to conform with the Date of Wage Adjustment provided in the Conditions of Employment.

Section 6. That the Merit System Rules shall be amended to reflect the institution and adoption of these guidelines.

Section 7. That this Resolution shall be effective immediately upon its adoption.

Adopted: July 1, 1980

Henry Alexander
President

ATTEST:

William C. Lehman
Secretary-Treasurer