



Legislation Text

File #: 24-2174, **Version:** 1

Department: Human Resources and Risk Management

Department Head/Elected Official: Shain Carrizal

Regular or Supplemental RCA: Regular RCA

Type of Request: Policy

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable): N/A

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):

Request for approval to continue department allowance and incentive payments through April 2025.

Background and Discussion:

On November 14, 2023, Commissioners Court approved a position management policy submitted by Office of Management and Budget (OMB) that provides a formal review and approval process for departmental position management requests for reclassifications, allowances/incentives, and changes to Fair Labor Standards Act (FLSA) status. Per the policy, departments were required to submit their written incentive and allowance policies to Human Resources & Risk Management (HRRM) by March 2024. A list of these allowances and incentives are to be renewed by Commissioners Court in April of each year. Departments must review employees receiving allowances and incentives at least annually to ensure they are still eligible.

Attached for approval are incentives and allowances that departments submitted written policies for (Exhibit A) as well as incentives and allowances with a countywide policy (Exhibit B). Incentives and allowances will be evaluated as part of the countywide pay equity study.

Expected Impact:

There are approximately 29,800 incentives and allowances being paid to employees at an annual cost of \$51.2M. The estimated cost excludes one-time incentive payments such as the Probate Salary Supplement, Election Corp. Incentive, Sheriff's Detention Officer Retention Incentive, and Healthy Actions Wellness Incentive.

Alternative Options:

Incentives can motivate employees to learn skills that they can apply to their jobs while allowances are used to cover expenses incurred by employees for their jobs. Discontinuing incentives and allowances would significantly impact employee morale, engagement, retention rates, and productivity.

Alignment with Goal(s):

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☐ Transportation
- ☐ Flooding
- ☐ Environment
- ☒ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
11/14/2023	14	Approval of the updated policies for approvals of position change requests.

Location:

Address (if applicable): N/A

Precinct(s): Countywide

Fiscal and Personnel Summary				
Service Name	Compensation			
	Current Fiscal Year Cost			Annual Fiscal Cost
	Labor	Non-Labor	Total	Recurring Expenses
Funding Sources				
Existing Budget				
1000 - General Fund	\$47,300,000	\$	\$47,300,000	\$47,300,000
Other	\$3,900,000	\$	\$3,900,000	\$3,900,000
Choose an item.	\$	\$	\$	\$
Total Current Budget	\$51,200,000	\$	\$51,200,000	\$51,200,000
Additional Budget Request (Requires Fiscal Review Request Form)				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Additional Budget Request	\$	\$	\$	\$
Total Funding Request	\$51,200,000	\$	\$51,200,000	\$51,200,000
Personnel (Fill out section only if requesting new PCNs)				
Current Position Count for Service	-	-	-	-

Additional Positions Request	-	-	-	-
Total Personnel	-	-	-	-

Anticipated Court Date: April 23, 2024

Anticipated Implementation Date (if different from Court date): N/A

Emergency/Disaster Recovery Note: Not an emergency, disaster, or COVID-19 related item

Contact(s) name, title, department: Shain Carrizal, Executive Director, Human Resources & Risk Management

Attachments (if applicable): Exhibits A and B