

Mayor's Office: Council Agenda Item Request Form
*This form and supporting documents (if applicable) are due the Wednesday
before the COW meeting by noon.*

Date Received (office use)	
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Date of Request	February 21, 2018
Requesting Staff Member	Sherry McConkey
Requested Council Date	February 28, 2018
Topic/Discussion Title	Jail Nursing Supervisor Pay
Description	Based upon attached market data provided by County HR, the Sheriff's Office is requesting to increase the Jail Nursing Supervisor starting salary, as they are currently being paid \$17,800 annually below the market. The Jail has a total of three (3) Nursing Supervisor positions and all three supervisors have submitted their resignations. They have cited the low pay coupled with the high level of responsibility with their reasons for resigning. Further, the senior line nurses who have applied for the vacant positions are being paid what the current supervisors are making and therefore would not get a raise without increasing the Nursing Supervisor pay. Based upon the attached market data, the Sheriff's Office is requesting to adjust the starting pay to \$86,000.
Requested Action¹	Discussion
Presenter(s)	Sheriff Rosie Rivera
Time Needed²	15 Min.
Time Sensitive³	No
Specific Time(s)⁴	No
Please attach the supporting documentation you plan to provide for the packets to this form. While not ideal, if supporting documents are not yet ready, you can still submit them by 10 am the Friday morning prior to the COW agenda. Items without documentation may be taken off for consideration at that COW meeting.	

Mayor or Designee approval: _____

¹ What you will ask the Council to do (e.g., discussion only, appropriate money, adopt policy/ordinance) – in specific terms.

² Assumed to be 10 minutes unless otherwise specified.

³ Urgency that the topic to scheduled on the requested date.

⁴ If important to schedule at a specific time, list a few preferred times.

Here is the Market Data. I cannot think of any other attachments. The topic would be Jail Nursing Supervisor Pay. The description would be that based upon attached market data provided by County HR, the Sheriff's Office is requesting to increase the Jail Nursing Supervisor starting salary, as they are currently being paid \$17,800 annually below the market. The Jail has a total of three (3) Nursing Supervisor positions and all three supervisor have submitted their resignations. They have cited the low pay coupled with the high level of responsibility with their reasons for resigning. Further, the senior line nurses who have applied for the vacant positions are being paid what the current supervisors are making and therefore would not get a raise without increasing the Nursing Supervisor pay. Based upon the attached market data, the Sheriff's Office is requesting adjust the starting pay to \$86,000.



Position Compensation Summary

129 Nursing Spv

All data aged to 2018-07-01

Last modified by Heather Austin 2017-09-06

Job Code: 129
Job Title: Nursing Spv
of ees: 12

Structure: GEN
Grade: 017
Base Salary Amt Avg: 75.5

Min: 67.8
Mid: 84.8
Max: 101.8

	Market Base Salary 50th (Median)	Market Base Salary Average	Adj	Geo	Wgt	Comments
Clinical Nurse Supervisor (RN) (151050) ComData Health Care - West, 2017 West Region; Org Wgtd 62 cos, 716 ees, USD, eff 2017-01-01	90.4	92.3	1	1	1	
Public Health Nursing Supervisor (3014) ERI Salt Lake City, Utah cos, ees, USD, eff 2017-07-01	77.0		1	1	1	
Nursing Supervisor (7506) ERI Salt Lake City, Utah cos, ees, USD, eff 2017-07-01	92.1		1	1	1	
Nurse Manager Clinic (9496) ERI Salt Lake City, Utah cos, ees, USD, eff 2017-07-01	108.9		1	1	1	
Medical Services - Nursing - M2 - Manager (AHS090-M2) Willis Towers Watson CSR Supervisory & Middle Management, 2017 United States 11 cos, 149 ees, USD, eff 2017-02-01	98.0	98.0	1	1	1	
Overall Averages	93.3	95.1				

Benchmark Comment: Reviewed by HA 8/2/2017

Position Compensation Summary

Survey Code	Survey Job Code	Survey Job Title	Survey Job Description
COMPD-HC-WEST17	151050	Clinical Nurse Supervisor (RN)	Assists nurse manager or head nurse in planning, coordinating, implementing and evaluating patient care. For home services, may travel to patient home to render services. Must be licensed as a registered nurse. JOB FAMILY: Nursing.
SLCO-ERI-2017	3014	Public Health Nursing Supervisor	Supervises and coordinates activities of nursing personnel in community health agency. Acts as liaison between staff and administrative personnel. Develops standards and procedures for providing nursing care and for evaluating service. Provides orientation, teaching, and guidance to staff to improve quality and quantity of service. Requires RN license.
SLCO-ERI-2017	7506	Nursing Supervisor	Supervises, heads, and coordinates nursing activities and personnel in one or more patient care units. Evaluates nursing activities to ensure patient care, staff relations, and efficiency of service. Oversees nursing care and visits patients to ensure that nursing care is carried out as directed and that treatment administered in accordance with physician's instructions. Requires RN license and nursing experience.
SLCO-ERI-2017	9496	Nurse Manager Clinic	Manages activities of nursing and support staff in a clinic or ambulatory care setting to ensure that patient needs are met in accordance with Physician instructions and administrative procedures. Provides nursing care adapted to individual patient needs based on the nursing process, which includes assessment, planning, implementation, and evaluation. Requires licensure as a Registered Nurse with clinical experience.
TW-SMM17	AHS090-M2	Medical Services - Nursing - M2 - Manager	Provides professional nursing care for the comfort and well-being of employees and assists physicians during examinations and treatments. Administers prescribed medications and changes dressings. Prepares and maintains patient clinical records. Develops preventive health care programs. May maintain established inventory levels for medicines, supplies and equipment. LEVEL: Manager (M2). Manages professional employees and/or supervisors or supervises large, complex support, production or operations team(s). Has accountability for the performance and results of a team within own discipline or function. Adapts departmental plans and priorities to address resource and operational challenges. Decisions and problem-solving are guided by policies, procedures and business plan; receives guidance from senior manager. Provides technical guidance to employees, colleagues and/or customers.