

Dear Carroll County Colleagues,

Last week I was happy to write to you with the update on recommended changes to the Personnel Policies (Code) and an expanded teleworking and alternate work schedule options. As you probably know, the board agreed to proceed to Public Hearing with the code changes. The next step to accept those changes is the Public Hearing, which is scheduled for Thursday, July 28, 2022. I hope the next information puts a smile on your face today!

I am delighted to announce some monumental changes, accepted by the Board of Commissioners today, which involve employee compensation. You will be very pleased to read more about the salary increases the Commissioners approved. The increases will take effect beginning the August 4, 2022 pay period, which means you will see the increase in the August 24, 2022 pay check.

The salary changes today involve two adjustments: moving the pay scales and moving existing employees within those scales. The following benefits all county employees, with the exception of contractual workers, who have a different employment relationship.

- 1) Moving the Scales: Employees will receive a 10% increase. Think of this as a Cost-of-Living Adjustment (COLA). This will help recruitment by boosting starting pay and help retention by increasing pay for existing employees.
- 2) Moving Employees Through the Pay Scales: Every employee employed by CCG for at least one year as of July 1, 2022, will receive an increase based on their years of services (up to the maximum of the grade). This is similar to an increment and will help with retention by recognizing their experience and knowledge. Longevity will recognize all county service, including long-tenured employees, all service for regular or grant contingent employees, and all service even if you had a break in employment.

Percentages will vary based on your length of service and where you fall within the grade. For example, an employee with 5 years of service will receive a 4% increase and an employee with 20 years of service will receive 11%. You should receive your official "Notification of Personnel Action" paperwork with the new rate around August 15th.

The next actions for the county will be to consider reclassifications, career ladder changes, and new positions.

Phase 2 and Phase 3 changes are also underway:

Phase 2:

- Modernizing Job Descriptions
- Enhance Recruitment Efforts
- Additional Positions

Phase 3:

- Classification Changes
- Career Ladder Creation and Change

I appreciate your patience with this process as Commissioners and staff work through many changes. The Board promised change and they are delivering. There is also a very dedicated team working behind

the scenes to recommend, develop and then implement the changes which are positively affecting all county employees.

Thank you for your hard work serving the Carroll County residents and each other.

Please post this information for those without access to email.

Best regards,

Roberta J. Windham, Esq.
County Administrator
225 North Center Street
Westminster, MD 21157
410-386-2876 (o)
443-289-5340 (c)