



THE PRINCE GEORGE'S COUNTY GOVERNMENT

Office of Audits and Investigations

October 27, 2021

FISCAL AND POLICY NOTE

TO: Robert J. Williams, Jr.
Council Administrator

William M. Hunt
Deputy Council Administrator

FROM: Josh Hamlin 
Senior Legislative Budget and Policy Analyst

RE: Policy Analysis and Fiscal Note
CR-107-2021, Compensation and Benefits – General Schedule Employees

CB-107-2021 (*Proposed by:* The County Executive; *Introduced by:* Council Members Hawkins, Franklin, Taveras, Dernoga, Turner, Harrison, Glaros, Davis, and Ivey)

Assigned to the Committee of the Whole

A RESOLUTION CONCERNING COMPENSATION AND BENEFITS, GENERAL SCHEDULE EMPLOYEES - SALARY SCHEDULE G for the purpose of amending the Salary Plan of the County to reflect pay rates and other modified benefits for General Schedule Employees.

Fiscal Summary

Direct Impact:

Expenditures: Increased expenditures of \$4,865,572 in FY 2022.

Revenues: None.

Indirect Impact:

None.

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Legislative Summary:

CR-107-2021, proposed by the County Executive and introduced by Council Members Hawkins, Franklin, Taveras, Dernoga, Turner, Harrison, Glaros, Davis, and Ivey, was introduced on October 12, 2021 and referred to the Committee of the Whole (COW). CR-107-2021 would amend the Salary Plan for General Schedule employees, Salary Schedule G, effective July 1, 2020 through June 30, 2022.

Current Law/Background:

Prince George's County Code Section 903 states, "Salaries and wages of both classified and exempt service employees shall be determined in accordance with classification and salary plans. Except as otherwise provided herein, for such plans to become effective, they shall be submitted by the County Executive to the Council for legislative action thereon. If the Council fails to take final action upon a salary plan within sixty calendar days of its submission to the Council by the County Executive, then such plan shall stand approved. Classification plans for positions uniquely within the Legislative Branch shall be adopted by resolution of the Council." Section 16-125 of the County Code governs the transmittal, review, and approval of Classification, Salary, and Executive Pay Plans. Salary Plans and/or any proposed amendments thereto shall be transmitted in resolution form per §16-125(a). Under §16-125(c), the Salary Plan and/or any proposed amendments thereto shall stand approved if the County Council fails to take final legislative action thereon within sixty (60) calendar days after the date of transmittal thereof by the County Executive.

Resource Personnel:

- Christina Noone, OHRM
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Discussion/Policy Analysis:

Salary Schedule G governs the wages and benefits for certain County employees in the various County agencies, to include the Prince George's County Council. CR-107-2021 provides amendments to Salary Schedule G, as detailed below:

Merit increases:

- There will be no merit increases in FY 2021.
- Employees who are otherwise eligible to receive a merit increase in FY 2022, will receive a merit increase on their anniversary date.

- Employees covered by this Agreement who were otherwise eligible to receive a merit increase in FY 2021 will receive a merit increase effective the last full pay period in FY 2022. There will be no retroactive payment for the FY 2021 merit.
- The County will increase the maximum pay by 3.5% effective the first full pay period in January 2022.

Cost of living:

- Employees will not receive cost-of-living increases (COLA's) in FY 2021 or FY 2022.

Retroactive COVID-19 hazard pay:

- Essential *Public Facing* employees, salary grades G33 and below, that reported to work from September 27, 2020 through April 24, 2021, will be entitled to receive a stipend in the amount of \$350.00 per pay period. For an employee to receive the Retroactive COVID-19 Hazard Pay, an employee must have worked 75% of their scheduled hours. If an employee worked less than 75% of their scheduled hours, the COVID-19 Hazard Pay shall be prorated accordingly. For purposes of clarity, an essential public facing employee is one who, during the performance of their assigned duties, must have substantial direct contact with the public and other employees thus increasing their risk of exposure to COVID-19. Telework hours performed by an employee do not qualify for Retroactive COVID-19 Hazard Pay.
- Essential *Non-Public Facing* employees, salary grades G33 and below, that reported to work from September 27, 2020 through April 24, 2021, will be entitled to receive \$200 per pay period of Retroactive COVID-19 Hazard Pay. For an employee to receive the \$200 Retroactive COVID-19 Hazard Pay, an employee must have worked 75% of their scheduled hours. If an employee worked less than 75% of their scheduled hours, the Retroactive COVID-19 Hazard Pay shall be prorated accordingly. For purposes of clarity, an essential non-public facing employee is one who, during the performance of their assigned duties, may have incidental contact with the public or other employees. Telework hours performed by an employee do not qualify for COVID-19 Hazard Pay.

Temporary annual leave carryover increase:

- A maximum of 440 hours of accumulated annual leave may be carried over *from leave year 2021 into leave year 2022*, however, the annual leave payout amount is not being increased. Unless amended by future legislation, the maximum amount of annual leave that may be carried over from leave year 2022 into leave year 2023 shall revert back to 360 hours. This modified benefit shall sunset automatically upon its implementation.
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Fiscal Impact:

Direct Impact

- CR-107-2021 is estimated to have a total negative fiscal impact to the County for fiscal year 2022 of approximately \$3.5 million as a result of the proposed modifications to the salary schedule. The major components of this cost are shown in the table below:

<u>FY 2022</u>	
Merit Increase	\$3,689,572
Hazard Pay	\$1,176,000
Total	\$4,865,572

The fiscal impact of a temporary 80 hour increase in Annual Leave Carryover from leave year 2021 to leave year 2022 is negligible

Indirect Impact

Adoption of CR-107-2021 should not have an indirect fiscal impact on the County.

Appropriated in the Current Fiscal Year Budget

No.

Effective Date of Proposed Legislation:

The proposed Resolution shall be effective on the date of adoption and unless otherwise stated in a specific provision, shall be retroactive to July 1, 2020.

If you require additional information, or have questions about this fiscal impact statement, please call me.