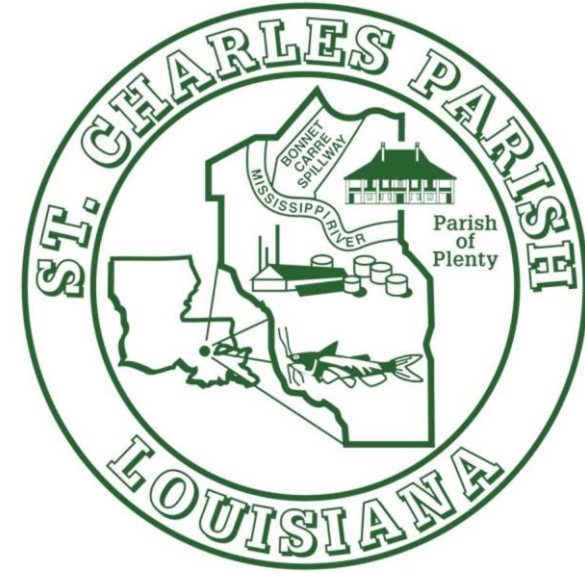


St. Charles Parish Compensation & Benefit Study

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Primary Project Goals

- Provide St. Charles Parish with accurate market and government data for each and every position within the Parish.
- Review benefit package and compare with regional peers.
- Provide recommendations and assist with implementation plans.

Project Methodology

- Provide Job Analysis Questionnaires (JAQ) to all employees. Each Job Analysis Questionnaire is reviewed by both department directors as well as personnel to ensure completeness.
- Using information provided on JAQ, match position to database positions and accounting for each primary factor:
 - Duties & Responsibilities
 - Education
 - Experience
 - Supervision Exercised
 - Independence of Action
- Each position was reviewed individually based on the above-mentioned parameters. This means that each position was provided a specific compensation valuation.

About Our Database

- The database SSA uses to conduct compensation analysis is provided by the Economic Research Institute (ERI). This tool allows us to filter for two key aspects:
 - Government Specific Data
 - Regional Specific Data
- The ERI database contains compensation information for over 11,500 jobs in over 1,000 industries and over 11,000 different regional locations.

Primary Findings & Implementation

- Based on the results of the compensation analysis, SSA recommended to adjust all positions to the closest grade to align with their provided government minimum valuations and adjust any employees which fell below the newly assigned grade. As a result, St. Charles Parish has made these adjustments to the pay plan.
- As a part of the implementation plan, St. Charles worked with SSA to update the pay plan. The plan has been reviewed and we feel it meets the criteria of our recommendations.
- Benefits were found to be roughly comparable to the regional peer group.

What's Next?

- SSA will continue to provide support to St. Charles Parish as it implements the study over the course of the next few months.